



Folkuniversitetet



Erasmus+

03. Practical Toolkit for facilitating the assessment of non-formal and informal learning

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TOOLKIT GOALS

The Toolkit aims to assess ASRs operators' professional experience and help them to identify the concrete skills and competences developed throughout their specific activities in social services, in order to enhance their employability.

WITHIN THE PROJECT CONTEXT,

the Toolkit facilitates the matching between the skills and competences identified and the professional qualification prototypes defined within the project (IO2).

Thus it can be used as an assessment tool for **acquiring** these professional qualifications.

THE TOOLKIT: WHY NEEDED?

- **Specifically**, it sets the basis for recognition of ASR operators' skills/competencies acquired in non-formal/informal contexts
- **Overall**, it facilitates the transparency, validation and recognition of the skills, competences and qualifications of individuals working with ASR
- **Therefore**, it is used as a tool for increasing the employability of ASR operators
- **Additionally**, it represents a quality instrument for analysing the activity of the centres working with ASRs

WHAT IS ASSESSED?

- The Toolkit gives ASRs operators the opportunity to **‘tell their story’** about their professional experience and helps them identify the **concrete skills and competences** developed throughout their specific activities in social services
- The toolkit therefore assesses **non-formal and informal learning experience**
- The toolkit assesses ASRs operators’ competencies **against the qualifications prototypes**

WHAT DOES THE TOOLKIT LOOK LIKE?

- 6 tools for demonstrating and assessing skills and competences
- For individual use, blended learning path
- ICT-based (validation through Virtual Learning Environment)
- Supplied with the guidelines for using the tools
- Based on the qualifications prototypes, their KPIs and EQF Levels 4 and 5

6 TOOLS LINKED TO QUASER PROTOTYPES

1. Situation analysis (What do I have?)

Tool 1. Knowledge Map (Mindmapping)

Tool 2. Personalised competence-based CV

Tool 3. Career Portfolio

2. Desired outcomes (What do I want to achieve?)

Tool 4. Mapping personal work areas

Tool 5. Personal development plan

Tool 6. Self-Interview

PERSONALISED COMPETENCE-BASED CV

Aim: to help ASR operator employees to focus on and promote their key competencies as well as to develop an individual opportunities for learning plan.

Expected Results:

- A personalised competence-based CV
- Increased professional confidence

SELF-INTERVIEW

Aim: to find out the missing skills and competences that one lacks to get their dream ASR job against the professional qualification prototypes defined within QUASER project.

Expected Results:

One will have a list if missing skills and competences that they lack to get their dream ASR operator job



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THANK YOU FOR YOUR ATTENTION!

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