WorkQual
An ERASMUS+ KA2 project
ICERI, Seville, November 17-18, 2015
Work-mentoring within a Quality Management System

Structure for Cooperation between Schools and SME’s
Bas Timmers

Director IFSAT Foundation

International Foundation for Sustainable Agriculture Training
Series of 4 projects

- ProVoTrain
- POÈTE
- WorkMentor
- WorkQual
ProVoTrain: Portfolio of Evidence

WorkMentor: Training course mentoring

WorkQual: POÈTE 3-P agreement, Assessment of Competences
ProVoTrain project

Latvia 2005 - 2007

Was concerned with the 3-party agreement for VET and focussing on the learner by training for the use of the Portfolio of Evidence [PoE]

For the Latvian Ministry of Education and Science
ProVoTrain.
Progress in Vocational Training for Rural Development.

- This project developed a standard Portfolio of Evidence (PoE) for competence assessment.
- Portfolio of Evidence - a toolbox for the assessment of students’ achievements (competence and experience) gathered in the workplace.
- In the PoE the student provides evidence of his/her competence development during a work placement.
POÈTE: Portfolio Of Evidence To Europe

Portuguese Tol project [CFPIMM] 2008 - 2010

Focussing on the role of the education provider and teacher
POÈTE -
Portfolio Of Evidence To Europe. 2008 - 2010

- This project transferred the ideas and methods of the Portfolio of Evidence to teachers and trainers in new countries and new sectors.

- This work focused on the role of the school, supporting the learner in the workplace and how to evaluate the competence of the student.

- Teacher training was developed and delivered and piloted with groups of students in different sectors and circumstances.
WorkMentor

ToI Project of VMA, Akureyri, Iceland 2011 – 2013

Focussing on the role of the employer, the mentor in the learning process
Workmentoring:
Using mentoring methods to support students during workplacements.

Mentoring is a structured method for personal assistance and development.
WorkMentor outcomes.
The project selected and developed materials to use in training sessions and workshops for Workmentors. The partners piloted the workshop and translated the manual to be ready to use in all partner countries.
Training manuals from ProVoTrain, POÈTE and WorkMentor are still in use.
4 WorkQual

- The WorkQual project full title is: **Work-mentoring within a Quality Management System**
- WorkQual aims at setting standards for a quality placement procedure involving all parties.
WorkQual

- We will ask all parties, in particular the employers, what they need and how they see this procedure.
- Collect procedures, documents and other available material within each country and analyse this.
- Design and set up a framework for procedures and documents needed within a quality management system.
WorkQual

- Have an internal auditor review the procedure and materials. This includes review meetings with employers and other stakeholders.
- Publishing the framework and hosting a final conference to have feedback from an audience from other schools and other stakeholders.
- Finally the partnership will publish a final version and open it to anyone to view and use.
Alternative
Vertical time line in spreadsheet

**WORKQUAL**
Work mentoring within a Quality Management System
Erasmus+ Project n° 2014-1-ES01-KA202-000180

Presentation of the placement procedure

<table>
<thead>
<tr>
<th>Phase</th>
<th>Education Provider</th>
<th>Learner</th>
<th>Company Workmentor</th>
<th>Checks</th>
<th>Explanation and references</th>
<th>Documents</th>
</tr>
</thead>
<tbody>
<tr>
<td>PREPARATION</td>
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<td>PREPARATION LEARNERS</td>
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<td>PREPARATION EMPLOYERS</td>
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<tr>
<td>MATCHING</td>
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<tr>
<td>INTRODUCTION</td>
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<td>PLACEMENT</td>
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<td>EVALUATION</td>
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<td>ASSESSMENT</td>
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# WorkQual Protocol

<table>
<thead>
<tr>
<th>WorkQual</th>
<th>Work-mentoring within a Quality Management System</th>
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</thead>
<tbody>
<tr>
<td>Protocol between the 3 partners</td>
<td></td>
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<tr>
<td>Education Provider</td>
<td>Learner</td>
</tr>
<tr>
<td>3- Party agreement between parties re. placement</td>
<td></td>
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</tbody>
</table>

## Preparation & Matching

<table>
<thead>
<tr>
<th></th>
<th>Prepares learner for placement</th>
<th>Searches for placement opportunity</th>
<th>Appoints a work mentor</th>
</tr>
</thead>
<tbody>
<tr>
<td>Monitors the correct matching</td>
<td>Searches for information about company</td>
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</tbody>
</table>

## Placement

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<thead>
<tr>
<th></th>
<th>Provides counselling according 3-P agreement</th>
<th>Follows labour conditions given by employer (in 3-P agreement)</th>
<th>Work mentor takes care of daily guidance</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Reports to Education provider (PoE)</td>
<td>Maintains open communication with work mentor</td>
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<tr>
<td></td>
<td>Organizes assessment procedure, gives instructions when needed</td>
<td>Ensures objectivity of assessment</td>
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<tr>
<td></td>
<td>Involves the employer/work mentor actively</td>
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</tbody>
</table>

## Assessment

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<tr>
<th></th>
<th>Organizes assessment procedure, gives instructions when needed</th>
<th>Presents his Portfolio of Evidence and/or other reports as agreed</th>
<th>Gives feedback on developments and realized competences of the learner</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Involves the employer/work mentor actively</td>
<td>Ensures objectivity of assessment</td>
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## Evaluation

| | Involving all parties: Education provider together with Employer evaluate placement with learner | Education provider and Employer evaluate their cooperation during placement: they decide on actions to improve when needed. | |

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WorkQual partners
Links

workmentor.vma.is
workqual.vma.is
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Thank you for your attention!

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