



MODULE A VALIDATION ON THE LEVEL OF THE ORGANIZATION				
INTRODUCTION	Content to be delivered by	Form	Time range	Learning resources
Section 1 What can the organization do to support the validation of learning outcomes of the volunteers? What are the advantages, disadvantages, and risks? Examples of validation policies and models.	EDOS			VOLUE Brochure* VOLUE Poster* Volunteer competency framework*
Section 2 Linking the training outcomes to the own organization: planning, presentation and implementation.	EDOS			Developing a volunteer policy*
Section 3 What is important for my volunteers: rewards – “thank you” – position on the labour market – link with formal education	EDOS			Europass guide* Motivating and thanking volunteers* Thoughts on recognition*
Section 4 The value for the individual and for the organization	EDOS			Invest in your volunteers* Volunteer portfolio*
Section 5 How to promote the added value of volunteering (career / education)	EDOS			I learned by volunteering* Learning through volunteering* Folder “Guiding on the c.v.”*



MODULE B COMPETENCE MANAGEMENT (FRAMEWORK)				
INTRODUCTION	Content to be delivered by	Form	Time range	Learning resources
Section 1 Description of competences (what are my competences, how can I describe these competences, why would I like to have external recognition, how to get external recognition).	EDOS			Guiding on your cv* Get ahead Recognition of prior learning
Section 2 EQF/NQF- What can be the contribution of the European Qualifications Framework to this process? How can emerging National Qualifications Frameworks be used and how to influence them?	EAV			
Section 3 European Validation instruments (Validation Guidelines and European Skills Passport)	EAV			



MODULE C VOLUNTEER'S PORTFOLIO (practical experience)				
INTRODUCTION	Content to be delivered by	Form	Time range	Learning resources
Section 1 Portfolios	EDOS			Volunteer passport scheme* Manual facilitator* Learning diary
Section 2 Self-assessment tools, self-concept - what do I want to offer: certificate, references (such as CHQ - model for competence management Establish, assess and recognise competences and qualifications)	EDOS			ELD method Criteria chart Guide for individual acquis description
Section 3 Personal development plan	EDOS			
Section 4 Awareness tools, (self) assessment tools, validation methods, competence frameworks.	EDOS			My personal competence profile Empower yourself Assessment guidelines



MODULE D EUROPEAN AND VOLUNTEERING POLICY				
INTRODUCTION OF TERMS	Content to be delivered by	Form	Time range	Learning resources
Section 1 Background information about European policies regarding volunteering. Best practices from several EU member states.	EAV			
Section 2 What is non-formal learning in relation to volunteering?	EAV			
Section 3 Volunteer management cycle	EAV			
Section 4 What is volunteering policy on validation? Examples of validation policies and models.	EDOS			Oscar for awareness and recognition* Training framework Scout leader skills
Section 5 Steps in validation: awareness-documentation-proof-validation	EDOS			Ten steps for the volunteer* Evidence of learning European guidelines for validation
Section 6 Validation tools	EDOS			Classification of tools*