

Fondazione Italiana per il volontariato



**EVALUATION TOOL
FOR THE ASSESSMENT OF VOLUNTARY EXPERIENCES**

Report of experimentation



Leonardo Programme, AVE project: Rome 19th-20th May 2005

WHERE WE STARTED FROM: THE ASSUMPTIONS

- Theoretical model formulated by ISFOL on the acquisition of competencies
- Data resulting from the rilevation lead by FIVOL on the Third Sector Organisations
 - Selection of the relevant criteria :
 - ⇒ to draw the guide lines for the device
 - ⇒ to choose the competencies to be assessed

**A SELF- ASSESSMENT DEVICE:
WHY ?**

- **To offer the volunteer the chance to:**
 - ⇒ Gain a deeper insight
 - ⇒
 - ⇒ Reflect on his/her own personal and professional growth
 - ⇒
 - ⇒ Improve his/her own empowerment process and sense of responsibility
- **To underline how and in which context the skills declared in the device were acquired**

**THE COMPETENCIES
ANALISED IN THE DEVICE:**

**according to:
ISFOL's model and FIVOL's research results**

- **Basic skills**
- **Technical- professional skills**

- **Major Focus on the Transversal Skills**
to diagnose situations, problems, new realities
to tackle them
to establish a relationship

FOCUSING ON TRANSVERSAL COMPETENCIES: WHY ?

- **Transversal competencies are the most “spendable” in many contexts of the non profit sector and in the labour market**
- **FIVOL has verified the need of developing transversal skills in the training paths of the non profit sector organisations**
- **FIVOL has a recognised expertise in a specific training method for the developing of social skills: cooperative learning**
- **Transversal competencies are the “natural” expression of the relational capital developed in the contexts in which volunteers operate**

**DEVICE FOR THE EVALUATION OF THE
COMPETENCIES ACQUIRED
BY THE VOLUNTEERS**

Structure of the Device and relevant Guidelines

The device is a self-assessment tool

It is divided in 4 sections

**It allows to trace the process through which the
competencies were acquired in non formal contexts**

DEVICE FOR THE EVALUATION OF THE COMPETENCIES ACQUIRED BY THE VOLUNTEERS

PERSONAL DATA

- **Identificative data of the volunteer**
- **Field of intervention of the Organisation**
- **Period in which the voluntary activities were carried out (expressed in years)**
- **The possibility to receive certificates from the Organisation The eventual possession of certificates previously achieved**

DEVICE FOR THE EVALUATION OF THE COMPETENCIES ACQUIRED BY THE VOLUNTEERS

COMPETENCIES ACQUIRED

- **List of 17 identified skills (the infinitive tense was used to describe the related actions...)**
- **For every skill declared in the device there is the related function and role of the volunteer within the organisation where the skill was exercised as an indicator of the grade of responsibility**
- **For the skills exercised with a medium-high level of command there is the space for a brief description of a revealing example**

**DEVICE FOR THE EVALUATION OF THE
COMPETENCIES ACQUIRED
BY THE VOLUNTEERS**

MEANS OF ACQUIRING COMPETENCIES

- **Indication of the 5 most important competencies exercised with a high level of command The procedure of formation and acquisition of the mentioned competencies**
- **Description of the way they were exercised**
- **Description of the competencies “spendable” in other contexts or specific of the volunteering world**
- **Description of the formative path**

**DEVICE FOR THE EVALUATION OF THE
COMPETENCIES ACQUIRED
BY THE VOLUNTEERS**

**PERSONAL CHARACTERISTICS AND APPROCHES VALORISED
IN VOLUNTEERING ACTIVITES**

- **Indication of the most relevant personal characteristics (max 3)**
- **In the pre- testing phase, volunteers were asked to scale how much the device was useful to help their self-assessment**

**DEVICE FOR THE EVALUATION OF THE
COMPETENCIES ACQUIRED
BY THE VOLUNTEERS**

**PERSONAL CHARACTERISTICS AND APPROCHES VALORISED
IN VOLUNTEERING ACTIVITES**

- **Indication of the most relevant personal characteristics (max 3)**
- **In the pre- testing phase, volunteers were asked to scale how much the device was useful to help their self-assessment**