



Key to Life
Klíče pro život



Original language:
Czech

Country:
Czech Republic

Source:
National institute for children
and youth
Národní institut dětí a mládeže

Link:
<http://crdm.cz/download/KPZ-sebeevaluacni-nastroje.pdf>
<http://znv.nidv.cz/vystupy-kpz/uznavani-nfv>
<http://znv.nidv.cz/projekty/realizace-projektu/klice-pro-zivot/>

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Target group
X Teacher / trainer
X Counsellor
X Social worker
X Youth worker
 future employer
X other: young people

Type of best practice
X tool
 initiative/campaign
X project
 website only
 programme
 model
 training
X learning material
 other:

Experiences
 available for more than 5 years
X available for less than 5 years
 pilot phase / testing
 in development
 unknown

Summary:

Self-evaluation tools or Evaluate your competences acquired in working with children and youth

This set of self-evaluation tools guides through the process of detecting competencies that people have gained through activities with children and young people (whether in the position of active participants or employees of an organization), but also how to develop and how to “translate” the gained competencies into the language of potential employers.

In addition to foreign examples, within the framework of the project “Key to Life - Development of Key Competencies in the field of informal and non-formal education”, there was also developed a Czech tool - Personal Competency Portfolio. The purpose of this portfolio is to realize your knowledge, competencies, soft skills, experience, education in the field of leisure and non-formal education, your practice, and also to learn to name it and then present it to educators and employers, and thus increase your labor market value and success in life.

The guide is available here: <http://crdm.cz/download/KPZ-sebeevaluacni-nastroje.pdf>

If applicable: screenshot of website, logo, activity or similar:



Description:

The Personal Competency Portfolio is a tool for capturing competencies and a place for storing documents on knowledge and skills developed throughout life. Its output is a curriculum vitae that can be printed from the online

form of the tool in the form that suits you best - it offers a selection of the experiences and competencies you need to present. To make it as useful as possible, it offers not only a description of your journey through informal education, but also all other "standard" CVs.

By far, the greatest added value of the Portfolio is the know-how developed in cooperation with experts from the National Institute of Children and Youth, the National Institute for Further Education and representatives of NGOs working with children and youth. The Portfolio is based on philosophy that the most important is what one can do and not where and when he learned it. In this spirit, the competencies rank first in the CV. In order to ensure that their description is not comprehensible to the writer alone, the Portfolio adds a comprehensive system of help and guidance texts based on proven competency profiles for positions in the field of work with children and youth. You can create your own portfolio on this link: <http://znv.nidv.cz/okp/vypln-si-okp>

When planning your personal development, it is important to know three things - where am I now (what I have already done), where do I want to get and what draws me there, and finally - how do I get there? On this site you will find many suggestions and activities to help you clarify, draw, or otherwise record it. This will make it easier for you to take steps and make decisions in difficult moments.

- On the "Self-study" page, you will find activities focused on your personality, strengths and competencies .
- "The Motivation, Values and Needs" page is about your wishes, about what's important to you, and what your motivation is - what drives you ahead.
- "The goal, the plan, the way to change" page is to apply your motivations and strengths to your unique life path. It will help you plan changes and achieve your goals.

Individual pages offer you a taste of methods that have been selected from the K2 project titled METHODOLOGY - Competence, Quality, Qualification, (Self) Concept for Non-Formal Education.

Contributing partner: KTP