



Assessment Plan

Module 4: The Professional Level

Course 2: The Volunteer Management
Profession(al)

Short Assignment Descriptions

To evaluate the students, we use one formative and two summative assignments:

1. **Formative (individual):** Each week, students will write an entry in their personal development journal, based on the various topics that pass in the lectures and through it, create their personal brand.
2. **Summative Create (individual):** Students will create a personal development plan for their future career.
3. **Summative Applied (group assignment):** Students will research a specific sector and / or position and create a report on the current developments and demand for volunteer management competencies. Students will also hold a final presentation on this with their group.

Assessment Matrix

Learning objectives per course (After following this course, the student is able to:)	Assessment formats				Total
	Individual formative	Individual Summative	Group Summative	Group Summative (presentation)	
Understand the position of the volunteer manager and the usefulness of volunteer management expertise in contemporary society.			X	X	
Understand the historical and current developments around volunteer management (adjacent) professions.			X	X	
Apply and leverage their personal story and competency level to act on career opportunities in the volunteer management field.	X	X			
Evaluate their own competency level and the desired competency profile of volunteer managers and adjacent positions.	X	X	X	X	
Devise a personal story/ brand that combines ambitions with interest for volunteer management positions.	X	X			
Weighting	20%	40%	40%	Pass/fail	100%
Form of examination (e.g. MC, Open ended questions, open-book, etc.)	Assignment	Preparation	Assignment	Presentation	
Group / Individual	Individual	Individual	Group	Group	

Detailed Assignment Descriptions

Formative – Individual assignment: Personal brand

Learning objectives

- Apply and leverage their personal story and competency level to act on career opportunities in the volunteer management field.
- Evaluate their own competency level and the desired competency profile of volunteer managers and adjacent positions.

- Devise a personal story/ brand that combines ambitions with interest for volunteer management positions.

Description

Students will create a personal development journal. Each week, based on lecture topics, they will write an entry. All entries combined will amount to a personal brand for them as a volunteer management professional.

Deliverable(s)

7-page document of about 3000 words. Each entry amounts to about 400 words.

Grading criteria

- Adaptation of course content.
- Quality and depth of self-reflection.
- Writing quality and consistency.

Summative Assignment 1: Personal development plan

Learning Objective(s)

- Apply and leverage their personal story and competency level to act on career opportunities in the volunteer management field.
- Evaluate their own competency level and the desired competency profile of volunteer managers and adjacent positions.
- Devise a personal story/ brand that combines ambitions with interest for volunteer management positions.

Description

Building off the core lecture content, students will leverage their personal brand to engage with real life volunteer management (adjacent) opportunities. They will analyse these opportunities and the necessary profiles and self-reflect on their development. Then, students will devise a plan for meeting the criteria. They will develop a vision on a future career and chart a path toward achieving this vision. Students will make use of job postings and filled positions they find through the internet or their network. Students can choose to focus on something that would be realistic short term, or something more future oriented.

Deliverable

A 5-page report.

Grading Criteria

- Clear description of the opportunity.
- Clear description of the necessary profile.

- A grounded vision of the next 5 years in their career as a volunteer management professional.
- Thoughtful and thorough plan for developing towards achieving this vision.

Summative Assignment 2 and 3: Sector report and presentation

Learning Objective(s)

- Understand the position of the volunteer manager and the usefulness of volunteer management expertise in contemporary society.
- Understand the historical and current developments around volunteer management (adjacent) professions.
- Evaluate their own competency level and the desired competency profile of volunteer managers and adjacent positions.

Description

Student groups will focus on a specific field or position, this could range from 'museums' to 'healthcare' to 'policymaking' and conduct research to understand the developments and opportunities within this sphere. For this, students could get in touch with relevant professionals in the field.

Deliverable

A 10-page report on the sector or position and a final presentation.

Grading Criteria

- Description of the sector or position.
- Description of the history, current and future developments of the sector or position.
- Evaluation of the opportunities in the sector or position.
- Writing quality and structure.
- Presentation clarity and structure.