

ENTREPRENEURSHIP: A SERIOUS GAME



COMPETENCE FRAMEWORK OF KEY EUROPEAN ENTERPRISE SKILLS

October 2016

Competence Framework: 17 May 2016, Version IGS

Steps of competence development: reference to European Qualifications Framework (EQF)

The 6 predominant competencies are listed here:

Please note: We have integrated the **skills-oriented competencies** into the levels. They are:

Competence area Working process	Level 1 Work or study under direct supervision in a structured context.	Level 2 Work or study under supervision with some degree of autonomy.	Level 3 Take responsibility for completion of tasks in work or study; adapt own behavior to circumstances when solving problems.	Level 4 Exercise self-management within the guidelines of routine work or study contexts that are subject to change; supervise the routine work of others, taking some responsibility for the evaluation and improvement of work or study activities.
B: Self motivated = drive and energy	A. Active Listening D. Problem Solving G. Looking for possibilities J. Goal orientation			
C: Reliability				
F: Showing commitment				
K. Flexibility				
M: Proactive approach				
N: Receptive to new information				



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Competence Area Work Process	EQF Steps of Competence Development			
	1	2	3	4
	Work or study under direct supervision in a structured context.	Work or study under supervision with some degree of autonomy.	Take responsibility for completion of tasks in work/study; adapt behaviour to circumstances when solving problems.	Self-manage & supervise within changing guidelines of routine work/ study contexts; take responsibility for evaluation & improvement of work/study
SELF MOTIVATED / DRIVE AND ENERGY				
The capacity to demonstrate willingness & initiative in undertaking learning activities in professional circumstances in order to: - Approach problems & tasks in innovative & creative ways with excitement, energy & purpose. - Recognise & seize opportunities without necessarily being influenced by opposing views. - Comprehend the impact of present & future achievements.	<i>Can listen to colleagues / clients & assess client needs and deadlines and:</i> - Set work related targets to meet immediate deadlines. - Pay attention to aural information to objectively and impartially analyse content & meaning.	<i>Can listen to colleagues / clients & assess client needs and deadlines and:</i> - Avoid conflict & build trust, collaborate & reach solutions, meet individual targets & deadlines. - Solve problems under supervision. - Formulate & respond to own learning plans, to develop, implement & achieve 1 to 5 year enterprise plans.	<i>Able to source the best project advice, by utilising local organisations/networks to establish:</i> - Relevant information. - Training opportunities. - Industry connections. Can reflect on their work process.	<i>Able to determine, develop & achieve corporate targets internationally, promote projects by consistent use of online networks & social media sites, & also:</i> - Operate in a professional manner. - Take into account wider business circumstances & their impact on client's requirements. - Demonstrate awareness of new opportunities that arise due to business environment changes. - Develop ways of working; demonstrate confidence & initiative in achieving goals with excitement, energy & purpose. Can reflect on their work process.
RELIABILITY				
The ability to act consistently in a professional manner whilst conscientiously assessing all work related matters & supporting other colleagues or students effectively.	<i>Able to demonstrate:</i> - Consistent & punctual attendance at sessions or engage with practical activities. - Personal initial training & vocational targets to achieve goals, using reflective methodologies to identify what went well & what can be improved.	<i>Able to demonstrate:</i> - Ability to monitor their own progress achievements & deadlines. - Personal initial training & vocational targets to achieve goals, using reflective methodologies to identify what went well & what can be improved to produce a consistent acceptable standard of work.	<i>With some degree of guidance able to:</i> - Identify the activities that will successfully inform own career path. - Determine the amount of tasks he / she can take on at one time, ensuring that a substantial amount of time is given to each, in order to effectively meet deadlines and to assess own personal limits, to be tested and "pushed" when deadlines are not immediate.	<i>Able to independently:</i> - Identify activities that successfully enhance own career path whilst maintaining professionalism & independence in managing unforeseen circumstances & their impact on others in a variety of international settings. - Recognise opportunities that may arise due to business environment changes, in the pursuit of achieving mutually beneficial objectives for a range of stakeholders. - Think laterally around collated research in order to apply it in the context of their chosen profession.



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SHOWING COMMITMENT				
The willingness & ability to respect & execute the values & objectives outlined by an organisation's agendas, whilst also: - Managing & overcoming challenges that arise in professional environments. - Setting targets to reach innovative solutions. - Demonstrating the willingness & initiative to undertake learning activities with the aim & goal of improving knowledge, skills & competencies necessary to implement these changes. - Developing solutions, whilst maintaining a sense of identification & loyalty to the organisation & the team of fellow colleagues & students.	<i>Able to research an organisation or company before considering a job offer or placement; making an informed decision to adhere to the ethos of that particular organisation or company. On accepting a position with a company or organisation:</i> - Maintain the values & objectives defined by the organisation. - Reflect on their achievements & set themselves goals for future progression.	<i>Can collaborate with colleagues in a professional context in order to:</i> - Meet the expectations of any form of work they commit themselves to, using the agreed contract & job description to reference their duties and responsibilities, ensuring they deliver what is required of them. - Analyse any problematic circumstances & formulate strategies and goals to overcome them.	<i>With some degree of guidance, can collaborate with both colleagues & clients in a professional context in order to assess what is required to meet client needs to:</i> - Perform structured tasks in line with criteria set by their organisation. - Manage changes in different circumstances & overcome problems in order to reach innovative solutions with some degree of supervision. - Analysing the circumstances that present a problem & formulate strategies and goals to overcome them, under supervision. - Reflect on their work processes.	<i>Able to present clearly & professionally & define the corporate values & objectives of the organisation to global audiences, in contexts such as international trade fairs, conferences & seminars to:</i> - Manage changes in different circumstances & overcome problems in order to reach innovative solutions independently. - Recognise, analyse & manage problematic circumstances whilst independently formulating strategies & goals to take the necessary actions to overcome the problem. - Undertake regularly learning activities with the aim & goal of improving knowledge, skills and competencies necessary to implement these changes / solutions. - Reflect independently on their work processes.
FLEXIBILITY				
The ability to: Manage changes in circumstances & think about problems & tasks in new, different or creative ways to recognise & seize opportunities.	<i>Demonstrates the ability to:</i> Manage tasks & activities by outlining a series of steps to overcome problems & achieve an intended outcome.	<i>Demonstrates the ability to:</i> Outline & implement alternative methods to meet the same intended outcome in the context of changing circumstances & new information.	<i>With some degree of guidance, demonstrate the ability to:</i> Respond appropriately to emergencies in the work place & to adapt to new contexts whilst working as part of a team.	Demonstrates an ability to: Independently manage unforeseen circumstances & their impact on others in a variety of international settings, whilst operating in a professional manner & being aware of new



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Critically assess new information with reference to an activity to improve its results.			Recognise the impact of changes in a variety of international settings & consider ways in which professional environments can adapt to them.	opportunities that may potentially arise due to these changes. Take some responsibility for the evaluation & improvement of work or study activities.
PROACTIVE APPROACH				
The ability to anticipate work related changes & overcome problems whilst looking for possibilities, developing strategies, learning new skills, reaching goal orientated solutions & developing an overall resilience in order to navigate changes in the professional environment.	<i>Demonstrates (in a structured context) the ability to:</i> - Participate fully in training programmes. - Assess new information to realise the range of options offered by their chosen professional pathway. - Recognise the individual targets and goals required to meet deadlines effectively in order to reach solutions		<i>With some degree of guidance demonstrates the ability to:</i> - Keep up-to-date with their chosen profession in relation to both its micro / macro environment by attending trade fairs, workshops, lectures, reading journals, watching news feeds & using appropriate web searches in order to organise their own independent projects relating to their main programme / training schedule. - Overcome problems whilst reaching solutions for work processes.	<i>Demonstrates the ability to:</i> - Develop a growing awareness of the wider social, cultural & political framework that encompasses their profession in order to recognise & seize a variety of diverse opportunities in the wider community, to predict client needs, to adjust to changes whilst implementing projects & overcoming problems in order to deliver exceptional outcomes & innovative solutions independently. - Accept refusals from organisations who do not wish to participate in their proposals with a general resilience. - Take some responsibility for the evaluation & improvement of work or study activities.
RECEPTIVE TO NEW INFORMATION				
The ability to recognise objective verbal & written feedback & new forms of information, relating to an activity they are involved with, in order to manage changes in circumstances & to find innovative solutions relating to their specific vocational environment.	<i>Demonstrates the ability to:</i> - Receive simple aural information that changes the circumstances affecting a set task in order to reach a resolved solution. - Evaluate, in a structured context, an activity that they are	<i>Demonstrates the ability to:</i> - Accept & apply a variety of verbal types of information from different team members to inform changes in circumstances affecting a collaborative task, in order to: - overcome problems; - reach resolved solutions;	<i>Demonstrates the ability to independently:</i> - Accept, analyse & apply complex forms of aural information, both from internal & external parties, to inform changes to circumstances affecting a collaborative task in relation to the wider social, political & cultural context of own occupational area to: - overcome problems; - predict the need for new skills & products whilst independently adjusting & implementing own learning plans in relation to these changes;	



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	involved with so as to reflect & learn new ways to improve their own outcomes.	— develop outcomes in new ways.	— develop innovative solutions independently.	



This project has been funded with support from the European Commission. This publication (communication) reflects the views only of the author, and the Commission cannot be held responsible for any use which may be made of the information contained therein