

# VOCATIONAL TEACHERS' DEVELOPMENT PROGRAMME

## STUDY GUIDE 2023–2024



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# INTRODUCTION

Welcome to the vocational teacher development programme!

Vocational teacher training is a competence-based development programme. The studies are connected to the skills and competence required in teachers' work as well as in our society and a variety of professions. The content of the studies is built on the current and future needs of working life and vocational education.

Successful completion of the programme gives you a formal pedagogical qualification and entitles you to use the letters AmO after your name. The studies carry a total of 60 ECTS credits.

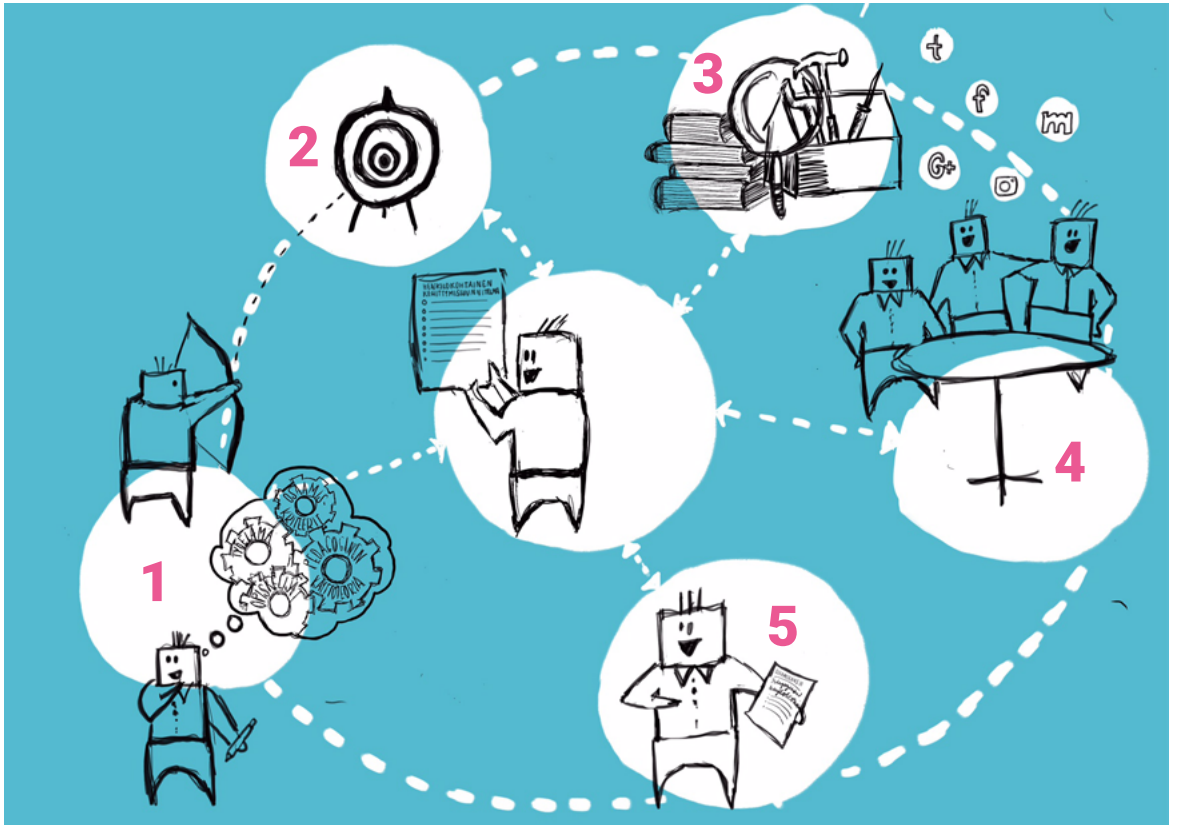
At the start of your studies, you formulate a personal development plan (pdp) with your tutor. Your development plan is based on the self-evaluation of your competences in relation to the competence criteria for a vocational teacher. In your plan, you record the objectives and development tasks appropriate for you. During the development tasks, you explore and develop your vocational teacher identity and the associated work practices and environments.

Although the development plan is personalised, the programme's approach is collaborative. As you complete and assess your competence development, you will be supported by a peer group of fellow student teachers with whom you carry out part of your studies using methods agreed by the group.

Each student teacher and peer group will be assigned a tutor. The tutor will support and help you and your peer group to build a meaningful learning process, develop and assess your competencies. The aim of the tutoring process is to support the student teacher's own choices and development needs.

In addition to learning, tutoring and assessment, other shared themes of the programme include ethics, democracy and human rights in teaching, the teacher as an influencer in society, entrepreneurship in teachers' work and in students' future careers, and the changes digitalization will bring to teachers' work.

The studies are structured so that contact days and peer group activities form a one-year group process. The contact days are organized in a collaborative manner, which does not allow for online participation. The competence requirements imply face-to-face interaction, participation and co-creation as a whole group. Students may choose to progress faster or opt for a more long-term plan. The overall length of your studies is determined in your PDP.



**1. Localisation and analysis of personal competence**

**2. Setting competence goals**

**3. Enquiry-based development as a tool**

**4. Peer group as a critical friend**

**5. Sharing of and reflecting on learning and competence**

Structuring enquiry-based development in teacher training.

Image: Merja Alanko-Turunen

# THE RATIONALE OF THE DEVELOPMENT PROGRAMME

The Finnish education system is free and open for everyone. The education system from early childhood education and care to adult education and training supports continuous, life-long learning. A high-quality teacher training ensures the quality of education on all educational levels.

The aim of vocational education is to promote students' vocational competence and social development into active members of society. It develops work pursuits and corresponds with the competence needs of working life, promotes entrepreneurship and supports life-long learning.

Vocational education also provides an opportunity to continue your studies in higher education. The Finnish higher education consists of universities of applied sciences and academic universities. Scientific research and teaching related to it are characteristics of education in academic universities. The universities of applied sciences have a working life focus and base their activities on the high professional demands of working life and applied research.

## **Social development**

The value base of the programme is social development, which promotes successful everyday life, high-quality working life, social equality and non-discrimination in society. Social development encompasses truthfulness, community spirit, responsibility and ethics. The key features of the studies are contextuality, community and dialogue.

## Professional development

Professional development provides a framework for the Vocational Teacher Development Programme. The key themes for professional development include vocational learning, teaching and tutoring, professional growth as a lifelong process, and work-based social development as a member of a workplace community, entrepreneur, professional and a member of society.

### Explore and develop with others

**SHARE YOUR FINDINGS!**

**SET GOALS FOR YOUR WORK!**

**EXAMINE THE SETTING AND ENVIRONMENT!**

**EXPERIMENT!**

**EXAMINE YOUR OWN THEORETICAL ASSUMPTIONS!**



## **Competence-based development and personalisation**

Competence-based development means that the basis for teaching and assessment is competence attainment. The focus shifts from teaching to planning, tutoring and supporting each student's learning process. The student teacher and the tutor plan together the learning process. In the personal development plan (pdp), they recognize the student teacher's prior competence in relation to the competence criteria of vocational teachers.

In vocational teacher education, the competence criteria are interpretations of the kind of competencies vocational teachers will need in different work environments now and in the future. These criteria will be discussed, interpreted and defined during the vocational teacher education programme.

## **Enquiry-based development**

Vocational teacher training studies are implemented in accordance with the enquiry-based development model. The model contains the following stages of the development: the investigation of the current state of affairs, goal-setting, the investigation of theoretical assumptions, experimentation, and sharing of findings (See figure above).

You will apply the model as appropriate in each module and the programme as a whole. The overall aim is a systematic process of development and competence-building, which includes tutoring and joint assessment of experimentation.

# DEVELOPMENT PROGRAMME ACTIVITIES

## Exploration of teacher identity

Exploring your teacher identity is part of the ethical competence of a vocational teacher. You will examine the changes that take place in your professional practice, ways of working and thinking while making the transition from an expert and a professional to a vocational teacher.

You will identify, analyse and reconstruct your views on growth, learning, students and competencies and assess the development of your pedagogical competence. As a vocational teacher, you will examine your relationship with students, the workplace and society at large. You will also explore the possibilities and limitations of vocational education in the future.

## Personal development plan (PDP)

At the start of the programme, you will formulate a personal development plan (pdp). Over the course of your studies, you will have at least three pdp discussions with your tutor to review your plan and assess your progress based on the plan. You will also assess the implementation of your pdp with the members of your peer group.

## Peer activity

Student teachers work in peer groups. Each peer group formulates its common learning process by reviewing the assessment criteria for vocational teachers, the research and development topics described for the competence development, and the pdp process of its members. Members of the peer group act as peer tutors for each other.

Studying in a multicultural peer group gives the group members an opportunity to explore different cultures and learn about them, but it also chal-

lenges the students' cooperation and negotiation skills. Successful peer activity is based on mutual respect and listening to and understanding different views. 'We instead of I'.

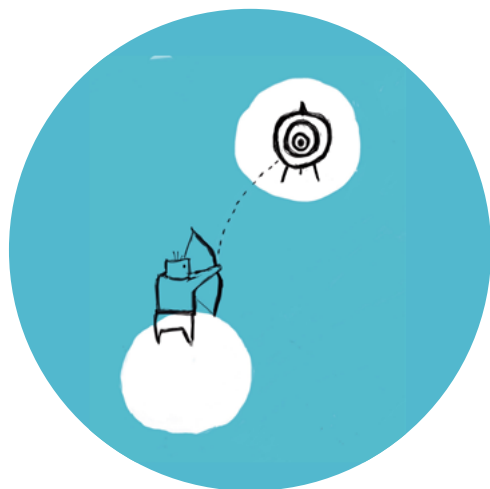
## Materials

The development programme for vocational teachers includes selected materials, which are available on the chosen platform of the School of Vocational Teacher Education. You will explore the materials as discussed with your tutor as part of the pdp and with your peer group. The materials include pedagogical literature, articles and different types of digital materials.

## Competence assessment and competence portfolio

Competence assessment is based on the professional requirements and competence criteria of a vocational teacher and the participant's personal development plan. The assessment takes place during teaching practice, through observation and discussions, and in the documentation in your learning journal. Furthermore, contact days provide an opportunity to assess competence. The contact days enable you to demonstrate your interactive skills, tutoring competence and the ability to verbalize pedagogical activity.

You will assess your competences during your studies independently, with your tutor and peer group. Your competence will be assessed qualitatively in regard to the competence criteria.



You will create a digital competence portfolio based on the documentation in your learning journal. The digital competence portfolio is a way to demonstrate your competence: it is the reflection of your competence development.

In the portfolio, you will present analysis of your documentation of the different stages of your learning process, the materials you have studied, as well as your understanding of the information, skills and attitudes with respect to the competence criteria of a vocational teacher. Gather feedback of your competences from students, colleagues and your peer group in your learning journal and use them as evidence in your digital competence portfolio.

## **Quality assessment of teacher training**

In teacher training, quality assessment is part of the learning process. During the studies, the peer group explores and assesses the process and the tutoring provided to the group. Towards the end of the studies, we will collect student feedback. The feedback is part of the quality system for vocational teacher training and the development of activities.

## **Credit transfer and recognition of previous studies**

Prior university-level education or equivalent modules (25 cp) can be substituted for the following modules of the pedagogical programme:

1.2. Basis for teaching and learning 5 CP

1.3. Learning at work and in networks 5 CP

3.1. Professional knowledge and changes in working life 5 CP

Individual university-level modules and other prior competence can be recognised, validated and assessed in a personal development plan (pdp) discussion based on the professional requirements and competence criteria. You need to bring documentation of your prior studies to your first person-

al development plan (pdp) discussion. Your tutor will record the accredited modules in the Peppi register.

## **Recognition of prior studies abroad**

The recognition of qualifications refers to the decision on the kind of qualifications a degree from another country provides when applying for work or a study place. The decisions are made by authorities, educational institutions and universities as well as employers.

If your prior degree is recognized by the Finnish National Agency for Education (Opetushallitus), you may choose to study the whole programme or only the number of credit points required by the Agency. Nevertheless, we recommend that you complete the 60 credits in our school.

The official language of the programme is English, and you should, therefore, have a good command of spoken and written English. Furthermore, during the programme, you should also aim to gain some competence in Finnish and/or Swedish.

## **Summertime studies**

Start preparing your personal development plan (pdp)

Through the orientation essay, pdp exploration and documentation, you will prepare for your first personal discussion with your tutor. Study the instructions in the study guide and on the online platform before producing and submitting a pdp to your tutor.

Peer group activities are initiated already during the summer. The first task is to produce a peer group action plan. Study the instructions on the online platform for producing a plan.

The peer group's first study circle must be organised during the summer. Explore the literature references on the group's online platform.

# COMPETENCE REQUIREMENTS AND COMPETENCE CRITERIA FOR VOCATIONAL TEACHERS

## TEACHER AS A RESEARCHER AND DEVELOPER OF PEDAGOGICAL PRACTICES : 1–3

**As a vocational teacher, my actions are based on knowledge of vocational and professional education**

- I develop my practical theory using scientific reasoning.
- I am able to provide pedagogical reasoning for my actions.

**As a vocational teacher, my actions are ethically, economically, ecologically and socially justified**

- I work according to the ethical principles of vocational teachers.
- In my work, I promote human rights and equality and act according to democratic principles.
- I recognize and take into account the impact economic conditions have on my work, and the economic consequences of my work.

**As a vocational teacher, I develop my competence together with workplace representatives, students and colleagues through systematic assessment and by using various documentation means.**

- I recognize and define development areas.
- I introduce experimental solutions to development areas and justify them theoretically.
- I share the results of the development work with my fellow students, my work community, and in my networks.

## TEACHER AS AN ETHICAL DEVELOPER: 4–7

### **As a vocational teacher, I develop my interaction skills with an openminded\* and creative attitude and I value diversity**

- I give my students time, attention and respect in all encounters.
- I create possibilities for dialogue as part of teaching and tutoring.
- I take the varied cultural backgrounds of my students into account in personal and group tutoring situations.

### **As a vocational teacher, I use and develop learning centred tutoring, teaching and assessment methods, collaboratively with industry representatives, students and colleagues**

- My actions are determined by the competence my students need in the world of work.
- I am familiar with the concept and practices of personalised vocational education and I design study processes which are personalised and negotiable.
- I assess my students through tutoring, and on the basis of their competence.
- I am proficient in tutoring, teaching and assessment in different types of learning environments.

### **As a vocational teacher, I support learning processes and develop learning environments in cooperation with networks and communities**

- I develop opportunities for students' individual and groupbased learning in cooperation with workplace representatives, students and colleagues.
- My actions are informed by the competence my students need in the world of work.
- I use digital tools in a pedagogically appropriate manner

**As a vocational teacher, i guide my students in a way that enables them to graduate and to find employment and strengthens their possibilities for entrepreneurship**

- I promote my students' employability and entrepreneurial skills.
- I support my student's study processes according to the tutoring plan of the educational institution and the workplace.

## **TEACHER AS AN ACTIVE CITIZEN: 8–9**

**As a vocational teacher, i am familiar with the laws and regulations related to vocational education and the world of work and i apply them in my work. I recognize and define development areas**

- I am able to act and justify my actions according to the laws and regulations that guide my line of work. I am also familiar with the strategy of my organisation and I act accordingly.
- I am familiar with the collective labour agreements of my field and I respect them in my work. I share the results of the development work with my fellow students, my work community, and in my networks.

**As a vocational teacher, i am an active member of society and lay the groundwork for future vocational education**

- I follow societal discussion on the role of education.
- I bring in views on future competencies to my work.



TEACHER AS A RESEARCHER AND DEVELOPER (15 cp)	TEACHER AS AN ETHICAL DEVELOPER (35 cp)	TEACHER AS AN ACTIVE CITIZEN (10 cp)
<p>↓</p> <p><b>COMPETENCE DEMONSTRATION</b></p> <ol style="list-style-type: none"> <li>1. Personal development plan (PDP), competence folder and peer work</li> <li>2. Competence is demonstrated pursuant to the instructions of the development programme (Keho) or with prior university-level education or equivalent modules (25 cp).</li> <li>3. Competence is demonstrated pursuant to the instructions of the development programme (Keho) or with prior university-level education or equivalent modules (25 cp).</li> </ol>	<ol style="list-style-type: none"> <li>1. Demonstrates the learning of professions and guidance of learning</li> <li>2. Research, develop and demonstrate your skills in interaction, group processes, personalisation, curriculum and learning environments and processes as part of the teaching practice</li> <li>3. Research, develop and demonstrate your competency in the pedagogical emphasis of your choice as part of the teaching practice</li> <li>4. Research, develop and demonstrate your competence assessment as part of the teaching practice.</li> <li>5. The tutor and the peer group will jointly decide on the delivery method of this module.</li> </ol>	<ol style="list-style-type: none"> <li>1. Competence is demonstrated pursuant to the instructions of the development programme (Keho) or with prior university-level education or equivalent modules (25 cp).</li> <li>2. The tutor and the peer group will jointly decide on the delivery method of this module.</li> </ol>
<p>↓</p> <p><b>MODULES</b></p> <ol style="list-style-type: none"> <li>1.1 Becoming a vocational teacher (5 cp)</li> <li>1.2 Basis for teaching and learning (5 cp)</li> <li>1.3 Learning at work and in networks (5 cp)</li> </ol>	<ol style="list-style-type: none"> <li>2.1 The observation of teaching and counseling practice (5 cp)</li> <li>2.2 Teaching and tutoring practice in educational institutions and companies and interaction (15 cp)</li> <li>2.3 Elective pedagogical emphasis (5 cp)</li> <li>2.4 Competence assessment (5 cp)</li> <li>2.5 Career counselling (5 cp)</li> </ol>	<ol style="list-style-type: none"> <li>3.1 Professional knowledge and changes in working life (5 cp)</li> <li>3.2 Changing vocational education (5 cp)</li> </ol>
<p>↓</p> <p><b>PROFESSIONAL COMPETENCE REQUIREMENTS</b></p> <ol style="list-style-type: none"> <li>1. The actions of a vocational teacher are based on knowledge of vocational education.</li> <li>2. The actions of a vocational teacher are ethically, economically, ecologically and socially justified.</li> <li>3. A vocational teacher develops their competence together with workplace representatives, students and colleagues through systematic assessments and by using various documentation means.</li> </ol>	<ol style="list-style-type: none"> <li>4. A vocational teacher develops their interaction skills with an open-minded and creative attitude and values diversity.</li> <li>5. centred tutoring, teaching and evaluation methods collaboratively with industry representatives, students and colleagues</li> <li>6. A vocational teacher supports learning processes and develops learning environments online and within communities.</li> <li>7. A vocational teacher guides their students in a way that enables them to graduate and to find employment and strengthens their possibilities for entrepreneurship.</li> </ol>	<ol style="list-style-type: none"> <li>8. A vocational teacher is familiar with the laws and regulations related to vocational education and the world of work and applies them in their work.</li> <li>9. A vocational teacher is an active member of society and lays the groundwork for future vocational education.</li> </ol>

# MODULES OF THE DEVELOPMENT PROGRAMME FOR VOCATIONAL TEACHERS

## 1. TEACHER AS A RESEARCHER AND DEVELOPER OF PEDAGOGICAL PRACTICES | 15 cp

- 1.1 Becoming a vocational teacher | 5 cp
- 1.2 Basis for teaching and learning | 5 cp \*
- 1.3 Learning at work and in networks | 5 cp \*

## 2. TEACHER AS AN ETHICAL DEVELOPER, TEACHING PRACTICE | 35 cp

- 2.1 Observing teaching and tutoring in different contexts | 5 cp
- 2.2 Teaching and tutoring practice in vocational institutions and companies | 15 cp
- 2.3 Elective pedagogical themes | 5 cp
  - a) Entrepreneurial pedagogy
  - b) Special support for the learner
  - c) Global competence and human rights pedagogy
  - d) Digital pedagogy
  - e) Art-based pedagogy
  - f) Pedagogical leadership
  - g) Sustainability pedagogy
  - h) Free choice pedagogical emphasis
- 2.4 Competence assessment | 5 cp
- 2.5 Career counselling | 5 cp

## 3. TEACHER AS AN ACTIVE CITIZEN | 10 cp

- 3.1 Professional knowledge and changes in working life | 5 cp\*
- 3.2 Changing vocational education | 5 cp

# 1. TEACHER AS A RESEARCHER AND DEVELOPER OF PEDAGOGICAL PRACTICES | 15 CP

1.1 **Becoming a vocational teacher** | 5 cp

1.2 **Basis for teaching and learning** | 5 cp

1.3 **Learning at work and in networks** | 5 cp

# 1.1 BECOMING A VOCATIONAL TEACHER | 5 CP

## Research and development topics for the module

- vocational teacher development programme and competence criteria
- personal development plan (pdp)
- peer group action plan
- developing teacher identity
- online tutoring and social media as forms of tutoring for individuals and groups.

## Work methods

### PDP

The pdp is a way to examine your pedagogical competence and development needs as a vocational teacher. You will have your first pdp discussion with your tutor in the early stage of the programme to draw up your personal development plan (pdp). Draft the first version as agreed with your tutor.

Describe in you PDP:

- Your background and why you applied for vocational teacher training
- What does the word “involvement” mean to you?
- What is your current pedagogical competence based on the competence criteria for vocational teachers?
- What does “student-orientated” mean to you?
- What are the pedagogical and vocational development needs of your work community?
- What are your development goals in relation to professional development and pedagogical competence?

- What kind of practical theories guide your teaching and tutoring work (see 1.1)?
- How do you demonstrate your pedagogical competence and self-assessment skills?
- What kind of content and activities would support your development during studies?
- What kinds of development tasks do you want to include in your studies; how will you implement and timetable them in practice?
- How will you execute your digital competence portfolio?

The pdp will be supplemented during the studies. It provides the basis for your personal reflection, the development of your teacher identity and your competence assessment.

The second pdp session will be held at the halfway point of your studies and is used to examine the status of your studies and to further define your pdp. In the final pdp discussion towards the end of the programme, you will reflect your competence development during the study programme. During your studies, you can be active and contact your tutor whenever needed.

## **Peer activity**

Peer groups are formed in the early stage of the studies. They support the planning, implementation and assessment of learning. In the peer groups, you will observe and assess one another's work and the group's internal activities, find ideas for new ways of operating and organize teaching observation visits. The peer group draws up an action plan including a schedule, description of work content and an agreement on peer learning and support.

# 1.2 BASIS FOR TEACHING AND LEARNING | 5 CP

You can substitute this module with prior university-level education or open UAS equivalent studies.

## Expected learning outcomes

- You know the historical stages and emphases in the study of teaching and learning
- You describe and analyse teaching and learning situations using learning theories and pedagogical concepts
- You understand how the experiences, competence and knowledge of the teacher and learner affect teaching and learning practices
- You understand the ways in which the teacher should take into account the learner's learning process in their teaching
- You develop your practical theory to guide your own teaching
- You assess your competence in relation to the Expected learning outcomes of the module and identify your vocational development needs

## Content

- The classic questions in pedagogy and their presenters
- The central learning theories
- Monitoring and analysing teaching and learning situations using learning theories and pedagogical concepts
- Writing your own practical theory

## **Work methods**

- Studying theoretical concepts and pedagogical contents
- Observing, structuring and analysing your own teaching and learning experiences
- Self-evaluation of your competence
- Completing learning assignments
- Participation in the online workshop

## **Assessment**

The module is assessed on a complete/incomplete basis.

# 1.3 LEARNING AT WORK AND IN NETWORKS | 5 CP

You can substitute this module with prior university-level education or open UAS equivalent studies.

## Expected learning outcomes

- You determine the concepts of learning at work and in networks
- You analyse the importance of networks in your own professional development and practices
- You describe the models for between vocational institutions and working life and assess their importance for the different parties involved
- You identify the challenges of learning at work and in networks and present examples of how to develop practices
- You assess your competence in relation to the Expected learning outcomes of the module

## Content

- The theoretical framework for learning at work and in networks
- Networks that enable learning and collaboration between students and teachers
- Practices and processes in the collaboration between vocational institutions and working life
- Developing learning at work and in networks



## **Work methods**

- Studying theoretical concepts and models
- Analysing and structuring your own networks and collaboration models between vocational institutions and working life
- Self-evaluation of your competence
- Writing a summary report
- Participation in the online workshop

## **Assessment**

The module is assessed on a complete/incomplete basis.

## **2. TEACHER AS AN ETHICAL DEVELOPER, TEACHING PRACTICE | 35 CP**

**2.1 Observing teaching and tutoring in different contexts | 5 cp**

**2.2 Teaching and tutoring practice in vocational institutions and companies | 15 cp**

**2.3 Elective pedagogical themes | 5 cp**

**2.4 Competence assessment | 5 cp**

**2.5 Career counselling | 5 cp**

## 2.1. OBSERVING TEACHING AND TUTORING IN DIFFERENT CONTEXTS | 5 CP

### Research and development topics for the module

- different settings and environments of vocational learning and tutoring (competence-based approach, personalisation, validation and accreditation of work-based learning)
- student well-being services, multidisciplinary and multisectoral cooperation.
- ngos, third sector operators and their educational activities.

### Work methods

Observing vocational learning and tutoring takes place in educational institutions and workplaces. You should contact the teacher for observing sessions well in advance. Observe vocational learning and tutoring in six different learning environments and settings based on your development objectives. The different settings can include, for example, the teaching of young people and adults in educational institutions and workplaces, vocational education in institutions and training environments, different workshops, simulated environments, teaching offered to students needing special support, virtual environments.

You should also observe your peer group members' sessions. Before you go and observe, you need to explore the documents you have received and found on the topic and qualification, curriculum and module and set objectives for the observation.

Analyse in light of professional pedagogical theories the contexts and situations you have observed. Document your observations during the sessions, describe the situations and reflect upon your learning in your learning journal. If possible, after the observation, discuss your notes with the teacher.

## 2.2 TEACHING AND TUTORING PRACTICE IN EDUCATIONAL INSTITUTIONS AND COMPANIES | 15 CP

### Research and development topics for the module

You will develop and demonstrate your teaching and tutoring competences through the following topics/themes:

- interactions
- group processes
- personalisation
- curricula
- learning processes and environments.

### Work methods

Teaching and tutoring practice activities take place in educational institutions and workplaces. You should organize access to teaching and tutoring practice well in advance.

Include in your pdp different teaching and tutoring practice sessions for exploring development areas. Your training includes group instruction, individual instruction, i.e. instruction of a variety of different learners, including those needing special support.



For example, the situations could be part of a specific module, course or sub-module or from a selection of different work environments. Your training may take place in projects between a vocational institution and working life, in classrooms or workshops, workplaces in the industry, online, or in third sector locations. Wherever your training is implemented, you must plan the instruction of learning processes and demonstrate broad competence for planning teaching.

Design pedagogical scripts in which you take into account the students' learning processes and your own actions as a teacher and a tutor.

The teaching and tutoring practice sessions should include assessment of your practices, for example, in cooperation with students, tutors and the peer group. Provide reasoning in your pedagogical scripts for your choices based on your practical theory.

Invite members of your peer group to observe and discuss your work. Your personal tutor will also visit to observe at least one of your teaching and tutoring sessions (min 2x60 mins) and talk with you about how to develop your teaching and tutoring practices.

## **Competence demonstration**

The research and development targets in teaching practice (2.2) are interaction, group processes, personalisation, curricula, as well as learning environments and processes. Below are described the types of competences you should acquire and demonstrate during teacher training. The descriptions include the methods for demonstrating competence that show in practical terms what kinds of examples, documents and competence demonstrations you must provide.

The competence demonstration descriptions direct you in two ways. They help you recognise and highlight previously acquired competence. They also provide an indication on how you can acquire the missing competences during your vocational teacher studies. You use your learning journal to reflect on and assess everything you have done during your teaching practice in connection to the practical theories that are apparent in your work.

## **Interaction**

- Describe your interaction and tutoring orientation when you act as a teacher in the teaching and tutoring situation of your choice. Consider how your values and experiences affect your interactions.
- Describe how, as a teacher, you handle modes of action that hinder interaction and promote each student's experience of safety in a teaching or tutoring situation.
- Describe how you would build a dialogical space and confidential pedagogical relationship in a teaching or tutoring situation.
- Describe the interactive relationships, tensions and structures of the group (such as status, power, psychological and social, emotions). Describe also how you reinforce confidential interaction relationships by using, for example, the skills of listening and discussion.
- Describe the verbal and non-verbal communications in a teaching or tutoring situation.
- Describe how you take into account all the students in, for example, the language you use, how you formulate the content, which points of view you choose, and in non-verbal communications and micro encounters.
- Describe how in the interaction, you reached the goals set for the teaching or tutoring situation.
- Assess your own competence in relation to competence requirements and competence criteria. Identify further needs and opportunities for development.
- What kinds of changes do you notice in yourself (in your thinking, actions, emotions, attitudes)?

## **Group processes**

- Describe an interactive group process you have led (e.g. students' learning processes, work community's change or development process).
- Describe how you enabled the participation of the group members in the process (e.g. grouping, roles, equal opportunity and participants' diversity).
- Assess how you managed to achieve the objectives for group processes.

- Justify the decisions you made using the pedagogical knowledge base.
- Assess your own competence in relation to competence requirements and competence criteria.

## **Learning processes and environments**

- Describe and assess what kinds of learning environments are needed in your industry.
- Describe a learning process you implemented which includes individual and communal learning in different learning environments (e.g. learning objectives, stages of learning processes, teaching and instruction methods, digital solutions, learning materials, assessment).
- Describe your cooperation with workplace representatives and colleagues.
- Present the documents that directed your activities.
- Justify the decisions you made using the pedagogical knowledge base.
- Assess your own competence in relation to competence requirements and competence criteria.

## **Personalisation**

- Describe a personalisation process you are part of as a teacher or explore processes led by others e.g. by interviewing and observing teachers and students.
- Present the documents that direct personalisation in the environment you are studying.
- Describe what kind of competence the qualification requires.
- Describe what kinds of personalisation practices the educational organisation uses.
- Describe how a working life representative has participated in the personalisation process.
- Describe what kinds of media, methods and tools are used for instruction.
- Describe how students' personalisation is documented.

- Construe your observations using the pedagogical knowledge base.
- Assess your own competence in relation to competence requirements and competence criteria.

## **Curricula**

- Describe how the curriculum/qualification requirements guide the organisation of the educational programme or qualification in your industry (e.g. the realisation of competence-based learning, pedagogical model and organisation of teachers' practices).
- Describe how the curriculum/qualification requirements are applied in practice and developed in your educational programme or qualification (e.g. by interviewing teachers, students or working life representatives, observing induction processes, participating in activities).
- Construe your observations based on the pedagogical knowledge base and assess your own competence in relation to competence requirements and competence criteria.



## 2.3 ELECTIVE PEDAGOGICAL THEMES | 5 CP

### Research and development topics

Researching and implementing the teaching and tutoring in the pedagogical emphasis you chose.

### Work methods

Make the pedagogical emphasis you chose a part of your teaching and tutoring practice. Study a wide range of materials related to the emphasis. Examine the theoretical backgrounds of the emphasis, find existing models, modes of action and operating environments. Try them out in practice, with students, in teaching and tutoring situations. Document the work you do and the development of your competence in the manner agreed with your tutor (texts, videos, podcasts, images and other methods).

You can apply for a competence badge in the chosen theme <https://www.haaga-helia.fi/en/student-aokk>

### A) Entrepreneurial pedagogy

#### Competence demonstration

- Familiarise yourself with the entrepreneurship strategies and national guidelines for entrepreneurship education. Describe how they promote the development of teaching and tutoring.
- Choose a teaching practice context in which you apply entrepreneurial pedagogy. The context can be, for example, a project, module, part of a degree or working life training.
- Apply the entrepreneurial pedagogy in the context of your choice with pedagogical reasoning.

- Describe how you worked together with the companies, educational institutes and students.
- Describe how you promoted the entrepreneur-like operations of your work community.
- Assess how your entrepreneurial pedagogy goals were achieved.
- Assess the skills needed in the future of your field and consider how an entrepreneurial pedagogical approach supports the future skills in working life.
- Explain and critically review the decisions you made using the vocational education knowledge base.
- Assess your own competence in relation to professional competence requirements and competence criteria. Identify further needs and opportunities for development in the work practices and your own competence.

## **B) Special support for the learner**

### **Competence demonstration**

- Examine and describe the special support plans and regulations in the operating environment you are focusing on.
- Choose a teaching practice context in which you apply the special support approaches in the context of the vocational education you chose. The context can be, for example, a project, module, part of a degree or working life training.
- Apply the special support approaches with pedagogical justifications.
- Describe how you identify special support needs and guide the student while also taking into account personal details, such as the student's background, strengths and need for special support in, for example, a pedagogical script.
- Describe the challenges of learning and wellbeing, special support opportunities and how you build the cooperation to be performed with the relatives and the multiprofessional cooperation.
- Describe and explain the reasons for how you support and train the student for working life.

- Justify and critically review the decisions you made using the special support opportunities and vocational education knowledge base.
- Assess your own competence in relation to professional competence requirements and competence criteria. Identify further needs and opportunities for development in the work practices and your own competence.

## **C) Global competence and human rights pedagogy**

### **Competence demonstration**

- Familiarise yourself with the values and frame of reference that promote competence and equality from the viewpoint of, for example, human rights and democracy education or cultural sensitivity and linguistic awareness.
- Choose a teaching practice context in which you apply your selected viewpoint. The context can be, for example, a project, module, part of a degree or working life training. The teaching and counselling process can take place in Finland or abroad.
- Describe the teaching and counselling process that is the focus of the research and development, its goals and content, and analyse how you will develop your international competence and human rights pedagogy in the process.
- Describe how you use operations models promoting equality and internationalisation in your teaching and guidance.
- Explain and critically review the decisions you made using the vocational education knowledge base.
- Assess your own competence in relation to professional competence requirements and competence criteria. Identify further needs and opportunities for development in the work practices and your own competence.
- Analyse the successfulness of the application. What was successful and why, what was inspiring, what left you thinking, what would you change, what would you like to know more about?

## **D) Digital pedagogy**

### **Competence demonstration**

- Familiarise yourself with the different merged and hybrid solutions and quality criteria of online pedagogy.
- Choose a teaching practice context in which you apply digital pedagogy. The context can be, for example, a project, module, part of a degree or working life training.
- Describe how you adjusted, using the tools of digital pedagogy, the appropriate learning and counselling processes to be in accordance with the competence goals of the operating environment selected.
- Explain how the quality criteria of online pedagogy were realised in the module. Describe how you selected the different merged and hybrid solutions.
- Describe how you investigated the students' digital skills in advance.
- Describe how in the online environment, you built an interaction with the other cooperation partners of the learners that had a positive impact on reaching the competence goals.
- Describe how you evaluated the learning and development of competence online.
- Explain and critically review the digital pedagogical decisions you made using the pedagogic knowledge base.
- Assess your own competence in relation to professional competence requirements and competence criteria and the learning goals you have set. Identify further needs and opportunities for development in the work practices and your own competence.

## **E) Art-based pedagogy**

### **Competence demonstration**

- Familiarise yourself with the term and pedagogical goals of art-based pedagogy. Examine the backgrounds and starting points of art-based work by studying the materials and familiarising yourself with, when possible, practical actions.

- Choose a context in which you apply art-based pedagogy. The context can be, for example, a project, module, part of a degree or working life training.
- Describe the exercises, techniques and methods used in art-based pedagogy.
- Apply the art-based approach in the context of your choice with pedagogical reasons.
- Analyse the successfulness of the application. What was successful and why, what was inspiring, what left you thinking, what would you change, what would you like to know more about?
- Document the things you learn. Try using methods such as image, sound, movement, poetry, comics or animation in the documentation.
- Review the decisions you made using the vocational pedagogic knowledge base.
- Assess your own competence in relation to professional competence requirements and competence criteria.
- Write how, in future, you will develop your competence in relation to the use of artbased pedagogy.
- Attach the documents about the art-based pedagogy you applied to your competence portfolio.

## **F) Pedagogical leadership**

### **Competence demonstration**

- Read more about the knowledge base of pedagogical management. Using the pedagogical management knowledge base as the foundation, identify and describe the development challenges of the expert community operating in the educational institution or company.
- Choose a teaching practice context in which you apply the knowledge base of pedagogical management. The context can be, for example, a project, module, part of a degree or working life training.
- As part of the teaching practice, plan and realise, together with the students or expert community, a project or process section that promotes pedagogical development.

- Select the facilitation methods and development tools suitable for the pedagogical knowledge base and goal of the operations.
- Describe and assess your development process in writing or by using other modes of expression.
- Describe your operational fields of pedagogical leadership as a part of your work as a teacher.
- Explain and critically review the decisions you made using the vocational pedagogic knowledge base.
- Assess your own competence in relation to professional competence requirements and competence criteria.
- Identify further needs and opportunities for development in the work practices and you own competence.

## **G) Sustainability pedagogy**

### **Competence demonstration**

- Familiarise yourself with the basic values of sustainable development and the related questions of ecological sustainability, social and economic justice and justice and democracy.
- Choose a teaching practice context in which you apply sustainability pedagogy. The context can be, for example, a project, module, part of a degree or working life training.
- In the teaching practice, plan and realise sustainable development content in your field in accordance with the curricula and qualification criteria.
- Describe how, in your teaching, you have taken into account the content that is in accordance with the basic values of sustainable development.
- Describe how, in your teaching and counselling practice, you have promoted professional skills, values and competence related to sustainable development.
- Describe how, as an expert, you act as the developer of sustainable content in schools and educational institutions.
- Explain and critically review the decisions you made using the vocational education knowledge base.

- Assess your own competence in relation to professional competence requirements and competence criteria. Identify further needs and opportunities for development in the work practices and your own competence.

## **H) Free choice pedagogical emphasis**

### **Competence demonstration**

- In your teaching and counselling practice, plan and realise a pedagogical emphasis that is necessary from the viewpoint of your students, field or operating environment. Negotiate about the emphasis and how it will be realised with your tutor.
- Describe the competence goals of your actions that are to be assessed.
- Realise your emphasis together with your students and assess the successfulness of your work.
- Explain and critically review the decisions you made using the knowledge base of your choice.
- Assess your own competence in relation to professional competence requirements and competence criteria. Identify further needs and opportunities for development in the work practices and your own competence.

### **Materials**

Find up-to-date materials that explain and guide your emphasis and give it background. Use them in the planning and assessment of you work.

## 2.4 COMPETENCE ASSESSMENT | 5 CP

### **Research and development topics for the module**

- documents and guidelines that guide assessment
- assessment targets and criteria
- assessment in different learning environments
- development of assessment

### **Work methods**

- Examine the concept of assessment within vocational and higher education. Develop assessment activities in your personal practice, in cooperation with students, colleagues and network contacts whenever possible.
- Relate this module to teaching practice.

### **Competence demonstration**

- Present the documents that direct assessment in the environment in which you are working.
- Describe how you have implemented learning and/or competence assessment in the operating environment (professional competence requirements/assessment areas, criteria and methods).



- Describe how competence assessment can be implemented within practical work assignments (e.g. by observing assessment situations at a workplace).
- Describe how assessment is being developed in cooperation with students and colleagues as well as workplaces and educational institutions (e.g. by interviewing teachers, observing development processes or participating in them).
- Justify the decisions you made using the pedagogic knowledge base.
- Assess your own competence in relation to professional competence requirements and competence criteria.

## 2.5 CAREER COUNSELLING | 5 CP

### Research and development topics for the module

- Career paths and future outlooks for vocational students
- Validation and accreditation of work-based learning and workplace-oriented learning in varied environments
- Workplace skills and the entrepreneurial approach
- Promotion of entrepreneurship and the entrepreneurial competence of vocational teachers.

### Work methods

Ponder how you will approach the above research and development topics. Investigate the career and job opportunities and self-employment in your own field. Explore the practices for personalisation of studies, prior competence recognition and validation as well as validating and accrediting work-based learning.

## Competence demonstration

Describe a career counselling process which you are part of as a teacher/tutor or explore processes led by others e.g. by interviewing and observing teachers and students or an organisation representative.

Introduce the legislation or, for example, the organisation's strategic instructions related to career counselling.

Describe the competence that will be required in the future of the work duties and, more extensively, field of the person being counselled.

Describe the career counselling services the person being counselled can utilise in order to find employment or advance in their career.

Describe the career counselling policies of the education institute or organisation (such as, counselling plan, individual study paths, validation of learning and competences, career planning, performance review).

Describe the personalisation-based career counselling process. The career counselling process can contain the realisation of the focus on students or customers, setting and assessment of interim goals, creation and development of interaction, counselling methods, digital counselling tools and documentation.

Together with the person being counselled, assess how the interim goals set for the career counselling are implemented.

Outline and critically review your observations about career counselling using the vocational pedagogical knowledge base.

Assess your own career competence in relation to professional competence requirements and competence criteria. Identify further needs and opportunities for development in the work practices.

# 3. TEACHER AS AN ACTIVE CITIZEN | 10 CP

3.1 Professional knowledge and changes in working life | 5 cp

3.2 Changing vocational education | 5 cp

## 3.1 PROFESSIONAL KNOWLEDGE AND CHANGES IN WORKING LIFE | 5 CP

You can substitute this module with prior university-level education or open UAS equivalent studies.

### Expected learning outcomes

- You learn about the historical development and roles of vocational education from the perspective of the individual and society
- You learn about professional knowledge and eco-social education as concepts
- You identify the changes in working life and their effects on the development of education
- You recognise the importance of continuous learning at different career stages

### Content

- Vocational education development from the perspective of the individual and society
- Vocational education, social development and growing into an active citizen
- The societal role of education and education in the changes in working life

## **Work methods**

- Studying literature and other material
- Following the current debate on education
- Completing a summarising assignment
- Participation in the online workshop

## **Assessment**

- The module is assessed on a complete/incomplete basis.

# **3.2 CHANGING VOCATIONAL EDUCATION | 5 CP**

## **Research and development topics for the module**

- the vocational education system and organisation
- education policy and national development topics
- current legislation, agreements and guidelines governing vocational education
- the oversight system, performance-based management and funding of vocational education
- guidelines for education providers and plans required by law.

## **Work methods**

The tutor and the peer group will jointly decide on the delivery method of this module. The peer group decides on the research questions, development topics, task allocation, outputs and how they will be processed.

# THE DEVELOPMENT CONTINUUM OF A VOCATIONAL TEACHER

Vocational teaching requires continuous education and initiation and participation in development processes. The Haaga-Helia School of Vocational Teacher Education, its continuing education provision and r&d activities offer a range of collaboration opportunities for teaching practice development after vocational teacher education (see [www.haaga-helia.fi/aokk](http://www.haaga-helia.fi/aokk)).

Qualified teachers can apply to the following programmes (in Finnish)

- the vocational **special needs teacher programme** (60 ECTS credits), which is open to candidates with teaching qualification in vocational or core subjects (A 986/1998) and at least six (6) months of experience as a full-time teacher or tutor at a vocational education institution or a university of applied sciences (obtained by the end of the application period).
- the vocational **guidance counsellor programme** (60 ECTS credits) is open to candidates with a teaching qualification in vocational or core subjects (A 986/1998 as well as 1150/2017).

## Continuing education

Our continuing education provision is designed to further develop the competencies of teaching staff and organisations and to come up with new solutions for studying, workplace needs and lifelong learning. In addition, we support educational organisations by providing management teams and employer/industry partners with training and consulting.

The continuing education provided by the School of Vocational Teacher Education includes programmes funded by the National Board of Education, the Ministry of Education (Opetushallitus) and the eu as well as commercial training services. Programmes include short or long-term credit-based training packages, consulting services, seminars, lecture series or theme days designed and implemented in cooperation with the customer.

## **Research, development and innovation activities (RDI)**

We carry out international and national cooperation in networks and projects with working life, financiers, vocational education organisations as well as universities. Our activities are future-oriented with a focus on anticipating changes in the world of work and serving the needs of vocational teacher education and vocational education at large. We give presentations on our project activities and results in various seminars and network meetings, which are publicised on the school's website. Student teachers are welcome to take part in projects and events.

## **Alumni activities**

The alumni of the Haaga-Helia School of Vocational Teacher Education include all our vocational teacher, special needs teacher and guidance counselor graduates. Ensure that your contact details are up to date in our alumni database to receive the latest news and invitations to our events. ([www.haaga-helia.fi/en/haaga-helia-alumni](http://www.haaga-helia.fi/en/haaga-helia-alumni)).

Alumni are important stakeholders of our school, and we offer opportunities for networking with professional peers, topical events, postgraduate and continuing education opportunities, and publications related to the development of the teaching practices.

Get involved and help us develop the practice of teaching!

# SUPPORT FOR STUDENTS

## Contact information

Haaga-Helia School of Vocational Teacher Education  
Pasila Campus, 7th floor  
Ratapihantie 13  
00520 Helsinki, Finland

## Study Services

The Study Services of the School of Vocational Teacher Education is located at the Pasila campus, 2nd floor. You can contact us via email: [opintopalvelut.aokk@haaga-helia.fi](mailto:opintopalvelut.aokk@haaga-helia.fi), tel. +358 29 447 1059.

We provide assistance on study-related matters, such as:

- official statements / study-related documents to eg. TE Office or other authorities
- Kela meal subsidy cards
- study certificates, transcripts of records
- graduation and certificates.
- For more information, see:  
<https://www.haaga-helia.fi/en/contact/study-services-teacher-education>

## Information for students

- Vocational Teachers' Development Programme
- timetables
- instructions on username and password, email etc.



# VOCATIONAL TEACHER EDUCATION SINCE 1950

Education preparing students for a profession and working life has over a century old history in Finland. At first, the development of vocational education of different sectors was administratively scattered within different ministries. There was no systematic teacher training. Teaching staff consisted of individuals who had, depending on the sector or duties, obtained a university degree or primary school teacher training qualification or who were professionals with working life experience.

World War II, lack of skilled professionals, the post-war baby boom and changes in the economic structure finally led to concerted efforts to develop vocational education. According to the plan drafted by the vocational education department at the Ministry of Trade and Industry in 1947, it was important to create a nationwide vocational education network and to establish systematic teacher training for vocational education. Teacher training was given four tasks: it should improve the effectiveness and quality of teaching; increase the general appreciation for vocational education; boost the respect for the profession of vocational education teachers, and develop pedagogy specifically suited to vocational education.

Establishing teacher training for vocational education received wide political support. Thus, the Ministry of Trade and Industry took a positive outlook on the Business College Helsinki's application to implement teacher training. A decision dated 17 October 1950 states that the ministry "considers it beneficial to assign the Business College Helsinki the right to operate as a business college in which those aiming to become business teachers can undertake teacher training and practical teaching exams in accordance with the above-mentioned decree and the decision of the ministry." The decision was signed by Director-General Aarno Niini and Counsellor of Education Bertel Gronhjort.

In 1997, teacher training provided by the Business College Helsinki was transferred to the School of Vocational Teacher Education that had been established as part of Helia University of Applied Sciences. Teacher train-

ing was expanded, and the School of Vocational Teacher Education started training teachers for all vocational education sectors. Since 2006, the School of Vocational Teacher Education has included a programme for special education teachers and since 2011, for guidance counsellors as well. Haaga-Helia University of Applied Sciences was established in 2007, and the School of Vocational Teacher Education continued operating in connection to it.

Vocational education and university of applied sciences education are versatile, multi-disciplinary and future oriented. The duty of education is to enable individuals, working life and society to develop. In Finland, education continues to be highly respected. Even today, we can approve of the four tasks set out for teacher training in 1947. The world work is changing very rapidly and the importance of learning at work has increased. In tertiary education, universities of applied sciences and scientific universities the importance of pedagogical skills and competences of staff members have increased. We have noticed that pedagogical knowledge is appreciated also in other sectors in the world of work, for example at the work of supervisor or HR activities. Teachers are specialists of learning and pedagogy. 2020's is a decade of learning and innovation.

Modern and high-quality teacher training plays a role in the high regard for teachers' profession, and competent teaching staff are important for the respect for and quality of vocational education. Finnish vocational teacher training is also implemented abroad.

We wish you a warm welcome to study at Haaga-Helia's School of Vocational Teacher Education.

Jari Laukia, Director  
Haaga-Helia School of Vocational Teacher Education  
[jari.laukia@haaga-helia.fi](mailto:jari.laukia@haaga-helia.fi)

# CONTACT DAYS

The contact days of the studies are either in contact or online study at 9–16. Haaga-Helia AMK, Pasila Campus, (Ratapihantie 13).

## 2023

25.–26.5.2023	studies starts in contact at 9-16
7.6.2023	contact
22.–23.8.2023	online
27.–28.9.2023	contact
25.–26.10.2023	contact
29.–30.11.2023	contact

## 2024

24.–25.1.2024	contact
20.3.2024	contact
21.3.2024	online
16.4.2023	contact
17.4.2024	online
15.5.2024	Graduation at 16.00–18.00

**Haaga-Helia School of Vocational Teacher Education**

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