

COURSE OUTLINE

1. Data about the study programme

1.1 Higher education institution	TRANSILVANIA UNIVERSITY OF BRAȘOV
1.2 Faculty	LAW
1.3 Department	LAW
1.4 Field of study ¹⁾	LAW MASTER
1.5 Study level ²⁾	MASTER
1.6 Study programme/ Qualification	LAW AND DIPLOMACY OF SUSTAINABLE DEVELOPMENT (in english)/ MASTER in LAW AND DIPLOMACY OF SUSTAINABLE DEVELOPMENT (in english)

2. Data about the course

2.1 Name of course	VOLUNTEERING (VOLUNTAR3)							
2.2 Course convenor	-							
2.3 Seminar/ laboratory/ project convenor	Lect. dr. Oana ȘARAMEȚ							
2.4 Study year	2	2.5 Semester	3	2.6 Evaluation type	C	2.7 Course status	Content ³⁾	DAP
							Attendance type ⁴⁾	DFac.

3. Total estimated time (hours of teaching activities per semester)

3.1 Number of hours per week	4	out of which: 3.2 lecture	0	3.3 seminar/ laboratory/ project/ volunteer internship	4
3.4 Total number of hours in the curriculum	56	out of which: 3.5 lecture	0	3.6 seminar/ laboratory/ project/ volunteer internship	56
Time allocation					hours
Study of textbooks, course support, bibliography and notes					
Additional documentation in libraries, specialized electronic platforms, and field research					
Preparation of seminars/ laboratories/ projects, homework, papers, portfolios, and essays					
Tutorial					
Examinations					
Other activities.....					2
3.7 Total number of hours of student activity	56				
3.8 Total number per semester	75				
3.9 Number of credits ⁵⁾	3				

4. Prerequisites (if applicable)

4.1 curriculum-related	•
4.2 competences-related	•

5. Conditions (if applicable)

5.1 for course development	•
5.2 for seminar/ laboratory/ project development	<ul style="list-style-type: none"> the existence of an institutional protocol between UNITBV and the targeted NGOs the presence of the NGO in the UNITBV Directory of NGOs the implementation by the NGO of projects in which UNITBV volunteers can be involved

6. Specific competences and learning outcomes

Professional competences	<p>Cp3 integrated use of the conceptual and methodological apparatus, in incompletely defined situations, to solve new theoretical and practical problems</p> <p>L.O.3.1 to use specialized legal language in developing specific arguments;</p> <p>L.O.3.2 to apply the theories, principles and concepts in a given context;</p> <p>L.O.3.3 to identify the legal provisions in European and international legislation specific applicable in a given context;</p> <p>L.O.3.4 to make correlations and comparisons between institutions of the European legal system and that of international law in a given context, using specific methods and techniques;</p> <p>L.O.3.6 to resolve the INPUBLIC1 issue raised by a factual situation</p> <p>Cp4 the nuanced and pertinent use of evaluation criteria and methods to formulate value judgments and substantiate constructive decisions</p> <p>L.O.4.1 to use specialized legal language to evaluate the concepts, theories and methods enshrined;</p> <p>L.O.4.2 to analyze preliminary data, interpret them, make specific classifications and conceptual delimitations;</p> <p>L.O.4.3 to realize the legal study and distinguish between relevant and irrelevant provisions that have an impact on resolving specific situations;</p> <p>L.O.4.5 to critically evaluate texts from legislation, doctrine and jurisprudence, relating to a specific issue;</p> <p>L.O.4.6 to make the correct and reasoned selection between several solutions that can be given to a specific factual situation</p> <p>Cp5 developing professional and/or research projects using innovatively a wide range of quantitative and qualitative methods</p> <p>L.O.5.1 to use specialized legal language in the development of specific professional projects;</p> <p>L.O.5.2 to develop professional projects using specific theories, principles and methods;</p> <p>L.O.5.3 to develop professional projects using the European and international specific legislation in force;</p> <p>L.O.5.4 to develop professional projects using methods of comparing European and international legislation;</p> <p>L.O.5.5 to develop professional projects using legislation, doctrine and jurisprudence;</p> <p>L.O.5.6 to develop a study and/or professional project starting from the legal framework of a specific factual situation</p> <p>Cp6 responsible and autonomous exercise of the duties specific to the legal professions</p> <p>L.O.6.1 to perform complex professional tasks, under conditions of autonomy and professional independence;</p> <p>L.O.6.2 to assume roles/functions of leading the activity of professional groups or institutions;</p> <p>L.O.6.3 to control and manage their learning process, diagnosis of training needs, reflective analysis of their own professional activity</p>
Transversal competences	<p>Ct1 autonomy and responsibility for performing professional tasks in teamwork conditions, limited autonomy, distribution of tasks and responsibilities and qualified assistance in achieving objectives</p> <p>L.O.1.1 to acquire the ability to work independently, with only minimal guidance, to obtain the bibliographic, jurisprudential or legislative information necessary to carry out a specific task associated with one of the legal fields;</p> <p>L.O. 1.2 to have the ability to identify their own learning sources and resources;</p> <p>L.O.1.3 to have the ability to reflect on the progress made in the learning process;</p> <p>L.O.1.4 to learn the principles, norms and values specific to "a job well done", namely the strategies of rigorous, efficient and responsible work, punctuality and personal responsibility for the result, based on the principles, norms and values of the code of professional ethics</p> <p>Ct2 social interaction, which involves familiarization with the roles and responsibilities assumed in working conditions in organizations and/or institutions; graduates must have the ability</p> <p>L.O.2.1 to correctly use the language and terminology specific to the legal field, so that they can communicate and interact with other people within teams focused on achieving common tasks;</p> <p>L.O. 2.2 to debate the contents of monographs, courses, textbooks, case studies, etc. in the legal field, demonstrating the ability to understand and transmit the respective contents;</p> <p>L.O.2.3 to present arguments before an audience made up of people with different levels of training and education, so that, through the legal language used, they can be understood by other categories of people;</p> <p>L.O.2.4 to demonstrate teamwork skills both through curricular activities, such as participating in joint projects, and through extra-curricular activities;</p> <p>L.O.2.5 to demonstrate the assimilation of group relationship techniques, empathic interpersonal communication skills and the assumption of specific roles within teamwork</p> <p>Ct3 awareness of the need for continuous professional and scientific training and efficient use of resources and techniques for continuous professional and personal development throughout life</p> <p>L.O.3.1 to acquire and use effective learning methods and techniques;</p> <p>L.O. 3.2 to develop permanent and conscious self-control skills regarding motivations for learning, in relation to their own professional and personal development goals;</p> <p>L.O.3.3 to make distinctions between data, information and knowledge and to apply techniques for managing them;</p> <p>L.O.3.4 to be aware of the extrinsic and intrinsic motivations of continuous learning</p>

7. Course objectives (resulting from the specific competences to be acquired)

7.1 General course objective	<ul style="list-style-type: none"> to acquire soft skills in non-formal and informal education contexts through voluntary involvement in activities within non-governmental organizations, including through the use of legal knowledge; to increase their chances of employment by developing skills compatible with the labor market, including those specific to the legal field; to understand and, subsequently, improve the quality of their volunteer work.
7.2 Specific objectives	<ul style="list-style-type: none"> the student understands the relevance of volunteering in the context of the specialization profile followed; the student is able to identify and distinguish the particularities of different non-governmental organizations in society as a whole; the student understands the functioning of non-governmental organizations in Romania from the perspective of the legal regulations in force; the student is able to explain the role of volunteering activities in the current context; the student is able to analyze the activities of NGOs from a critical and comparative perspective; the student is able to participate in concrete volunteering activities according to the NGO's activity profile and their own interests; the student is able to develop, based on the volunteering activities carried out, a Volunteering Portfolio; the student is able to develop and cultivate a scientific environment centered on democratic values and relations, on a system of cultural, moral and civic values; the student to develop partnership relationships with NGOs, but also with other legal entities with whom they interact in volunteering activity; the student to contribute, through the specific activities carried out, to their own professional development the student to discover and develop their interest in volunteering, civics and social responsibility

8. Content

B.1 Course	Teaching methods	Number of hours	Remarks
-	-	-	-
Bibliography			
-			
B.2 Seminar/-laboratory/-project/ volunteer internship	Teaching-learning methods	Number of hours	Remarks
Volunteering activities specific to the NGO in which they are carried out	problematization, exemplification, case study	56	
Bibliography			
A. Models of good practice or relevant projects carried out at European level and which targeted significant components focused on the recognition of competences developed through volunteering:			
1. Key competences for lifelong learning, Recommendation 2006/962/EC of the European Parliament and of the Council of 18 December 2006 on key competences for lifelong learning [Official Journal L 394 of 30.12.2006], available at: https://eur-lex.europa.eu/legal-content/EN/TXT/PDF/?uri=CELEX:32006H0962			

2. Nordic Network for Lifelong Learning, The future of the Nordic labour market: a focus on validation and guidance, 2024, available at: <https://nll.org/artikler/the-future-of-the-nordic-labour-market-a-focus-on-validation-and-guidance/>
 3. The ELD (Experience Learning Description) method – Learning and competence – tool for the recognition of non-formal and informal learning in Sweden, available at: <https://eldkompetens.se/>
 4. Benevol – project implemented in Switzerland, available at: <https://www.benevol-jobs.ch/en>
 5. Europass – European Skills Passport, available at: <https://www.europass-ro.ro/>
 6. Youthpass – Recognition tool for non-formal & informal learning in youth projects, available at: <https://www.youthpass.eu/en/>
 7. National Qualifications Authority – National Qualifications Framework, Occupational Standards, available at <https://www.anc.edu.ro/>
 8. ECTS Users' Guide – available at: https://education.ec.europa.eu/sites/default/files/document-library-docs/ects-users-guide_en.pdf
 9. Working Group Recognition of Competences Acquired through Volunteering, Guide for the Recognition of Competences Acquired through Volunteering, 2011 – available at: https://dap-voluntar.crips.ro/uploads/rd/ghid_competente_voluntariat.pdf
 10. General Secretariat of the Government, Manual of good practices regarding the partnership between local public administration authorities and non-governmental organizations active in the field of volunteering, 2021, available at: <https://sgg.gov.ro/1/wp-content/uploads/2016/04/Manualul-de-bune-practici.pdf>
- B. Reports and other relevant documents in the field of volunteering and non-formal education:
1. Sunshine Report on Non-Formal Education, 2008, published by the European Youth Forum, available at: https://www.youthpolicy.org/uploads/documents/2008_Non_Formal_Education_Eng.pdf
 2. Center for European Volunteering – Annual Report 2023, available at: https://www.europeanvolunteercentre.org/_files/ugd/3ec99c_55ad39c6c3324a19ac69dfef14a79d00.pdf
 - Other publications – available at: <https://www.europeanvolunteercentre.org/publications>
 3. Council of Europe – Youth Partnership, European Portfolio for Youth Leaders and Youth Workers – Good practices, information available at: <https://pjp-eu.coe.int/en/web/youth-partnership/good-practices>

9. Correlation of course content with the demands of the labour market (epistemic communities, professional associations, potential employers in the field of study)

The content of the discipline is in line with the European Union's concerns to encourage volunteering activities and to recognize the skills acquired as a result of them. The discipline exists in the curriculum of universities and faculties in Romania.

10. Evaluation

Activity type	10.1 Evaluation criteria	10.2 Evaluation methods	10.3 Percentage of the final grade
10.4 Course	Conducting the volunteer internship. Writing and communicating the volunteer portfolio.	Volunteer portfolio	70%
10.5 Seminar/ laboratory/ project/ volunteer internship		Evaluation report of the NGO with which the volunteer activities were carried out	30%
10.6 Minimal performance standard			
<ul style="list-style-type: none">the conception of the volunteer portfolio;presenting the evaluation report of the NGO with which the volunteer activities were carried out;proving the acquisition of the relevance of specific volunteer activities.			

This course outline was certified in the Department Board meeting on/..... and approved in the Faculty Board meeting on/.....

Associate Professor PhD Roxana MATEFI	Lecturer PhD Oana ȘARAMET
Dean	Head of Department
-	Lecturer PhD Oana ȘARAMET
Course holder	Holder – coordinator of specific volunteering activities

Note:

- 1) Field of study – select one of the following options: Bachelor / Master / Doctorat (to be filled in according to the forceful classification list for study programmes);
- ²⁾ Study level – choose from among: Bachelor / Master / Doctorat;
- ³⁾ Course status (content) – for the Bachelor level, select one of the following options: FC (fundamental course) / DC (course in the study domain)/ SC (speciality course)/ CC (complementary course); for the Master level, select one of the following options: PC (proficiency course)/ SC (synthesis course)/ AC (advanced course);
- ⁴⁾ Course status (attendance type) – select one of the following options: CPC (compulsory course)/ EC (elective course)/ NCPC (non-compulsory course);
- ⁵⁾ One credit is the equivalent of 25 study hours (teaching activities and individual study).