

## Nuffic Onderwijsvergelijker

### Goal

To compare and test, respectively advise and provide information on primarily international education systems, diplomas and professional qualifications within the framework of Nuffic policy and in consultation with the department head, with the aim of contributing to promoting international cooperation in Dutch Higher Education and to removing barriers to enable the free flow of international traffic of highly educated people.

### Context

Reports to/receives hierarchical guidelines from:

- Adjunct Head of Department D&O
- Hoofd Consultant D&O

RESULTAREAS			
Main activity	Frame	Result	Activity
<b>1. Policy contribution (variant)</b>			
Contribute to departmental policy	Nuffic policy and/or own departmental policy	Promotion of an adequate departmental policy	<ul style="list-style-type: none"> <li>- Prepare new or improved policies and sub-policies (alone or on collaboration with others) in terms of content</li> <li>- Participate in team meetings</li> <li>- Identify developments relating to the need to provide service to the field requiring the service</li> <li>- Develop ideas for providing additional service, or an adapted service to the field</li> </ul>
<b>2. Credential evaluation</b>			
To analyse and prepare descriptions for diplomas as well as professional qualifications	Internal guidelines  Own expertise/field of study	Substantiated and transparent advice on the relative value of diplomas and professional qualifications	<ul style="list-style-type: none"> <li>- Analyse the files information on completeness and reliability</li> <li>- Gain insight into evaluating foreign diplomas in the Netherlands based on the file, the documentation and other available sources of information</li> <li>- Prepare descriptions for diplomas and professional qualifications</li> <li>- Prepare recommendations</li> </ul>
<b>3. Development of knowledge</b>			
To keep abreast of developments in the field of study	Own expertise/field of study	Personal knowledge is up-to-date and available to the organisation	<ul style="list-style-type: none"> <li>- Study and analyse the relevant literature and other information sources relating to national education systems, diplomas, professional qualifications and industry expertise</li> <li>- Exchange information with international colleagues</li> <li>- Collect and organise printed and other information for an assigned area of expertise</li> </ul>
<b>4. Information provision and training</b>			
To provide information as well as training	Departmental policy  Third-party assignments  Own initiative	Adequate transfer of information and knowledge on the department, its expertise and products for third parties	<ul style="list-style-type: none"> <li>- Give advisory presentations</li> <li>- Hold courses/training sessions on own field of expertise</li> <li>- Educate clients on how to use Nuffic manuals</li> <li>- Prepare standard information on the above areas</li> </ul>
<b>5. Network</b>			
To build up and maintain an effective national and international network	Nuffic policy  Own expertise/field of study	Facilitation of the maintaining of relationships with parties that are relevant to the organisation and own field of study, and the exchange of knowledge and information	<ul style="list-style-type: none"> <li>- Participate in the activities of national and international networks</li> <li>- Build up, expand and share expertise within these networks</li> </ul>
<b>6. Projects (variant)</b>			

RESULTAREAS			
Main activity	Frame	Result	Activity
To coordinate and/or execute projects	Internal and/or external project objectives  Department's area of expertise	Project objectives efficiently and effectively achieved	<ul style="list-style-type: none"> <li>- Prepare project plans based on internal assignments or third-party consultancy assignments</li> <li>- Coordinate the execution of projects or alternately participate in projects</li> </ul>
<b>7. Analysis (variant)</b>			
To carry out policy analyses and studies	Own expertise/field of study  Internal or external assignments	Substantiated and transparent problem analyses and solutions are presented	<ul style="list-style-type: none"> <li>- Analyse policy matters, research questions, etc. in the department's area of expertise, based on written material as well as by studying concrete cases</li> <li>- Formulate possible solutions and provide advice</li> <li>- Report conclusions and recommendations to internal or external clients</li> </ul>
<b>8. Coordination (variant)</b>			
To coordinate the work to be performed by the team	Assigned authorities and guidelines	Facilitation of the execution of a practical, efficient and high standard of work	<ul style="list-style-type: none"> <li>- Inform employees or team members of the objectives and results to be achieved</li> <li>- Provide directions and instructions about methods and procedures to be employed</li> <li>- Evaluate the results (jointly or independently) and supervise and facilitate the appropriate qualitative and quantitative progress of the work</li> <li>- Resolve or report any problems encountered that staff cannot or are not permitted to resolve</li> </ul>
<b>9. Acquisition (variant)</b>			
To acquire new clients and assignments	Departmental policy and objectives	The department is provided with work on a regular basis	<ul style="list-style-type: none"> <li>- Acquire projects and studies</li> <li>- Visit prospective clients</li> <li>- Prepare price quotations</li> <li>- Negotiate conditions</li> </ul>
<b>10. Evaluation (variant)</b>			
To evaluate projects	Defined quality objectives and requirements	Insight into and accountability for the effectiveness and efficiency of completed projects and optimisation possibilities	<ul style="list-style-type: none"> <li>- Carry out project evaluation</li> <li>- Analyse experiences during projects executed</li> <li>- Submit proposals for process and product improvement</li> </ul>

### Ranking criteria Nuffic Onderwijsvergelijker

Function level Ranking criteria	Nuffic Onderwijsvergelijker 1	Nuffic Onderwijsvergelijker 2	Nuffic Onderwijsvergelijker 3
<b>Policy contribution</b>	Makes a significant contribution to formulating departmental policy.	not applicable	not applicable
<b>Information provision</b>	Makes presentations and provides information, taking into consideration politics and relations among management across the field of study.	Provides information on the entire field of study.	Provides information on recommended products.
<b>Projects</b>	Complex, medium-sized to large-scale, high-level contacts.	Less complex, small to medium-size, contact with middle management.	not applicable
<b>Coordination</b>	Coordination of activities performed by department colleagues.	Coordination of activities performed by department colleagues.	not applicable
<b>Acquisition</b>	Acquisition of a number of assignments annually, with each assignment amounting to €0.5 million.	not applicable	not applicable

### Ranking Rules Nuffic Onderwijsvergelijker

Onderwijsvergelijker 3 applies if all criteria described for Onderwijsvergelijker 3 are met

Onderwijsvergelijker 2 applies if all criteria described for Onderwijsvergelijker 2 are met

Onderwijsvergelijker 1 applies if 4 of the 5 criteria are met as described for Onderwijsvergelijker 1, and in any case the criteria for Policy Contribution and Acquisition described for Onderwijsvergelijker 1 are met