



IFLA WORLD COUNCIL MEETING REPORT, Torino, Italia. April the 18th-19th 2016.

AGENDA ITEM №: C9
TITLE OF THE REPORT: **GLOBAL PROFESSIONAL STANDARDS WORKING GROUP**
OFFICER NAME AND IFLA POSITION: Ilya Mochalov, chair of IFLA GLOBAL PROFESSIONAL STANDARDS WORKING GROUP.

PURPOSE OF THE REPORT.

To inform IFLA World Council members on the activities carried out by the IFLA GLOBAL PROFESSIONAL STANDARDS Working Group (GPS WG) in the period between June 2015 till February 2016. This work is still in progress and there will be significant developing before April 2016, reported directly to the World Council.

SUMMARY OF THE REPORT (UP TO 100 WORDS).

Following the Decision of the IFLA World Council in 2015 to continue the activity of this Working Group, we had several Skype meetings during 8 months in the period from June 2015 till February developing further the idea of the Global professional Standard. As the first step in this job, we have prepared the detailed questionnaire to conduct Global Landscape Architect Job Task Analysis, which will be done worldwide (draft version enclosed at Appendix 1). Our work has included several rounds of Interviews with IFLA and CLARB experts and focus group meetings. The result is reported in this document.

REPORT.

Membership and acknowledgements.

I would like to thank the following volunteers who have joined and participated in the activities of the IFLA GPS WG:

- Fritz Auweck, BDLA;
- Greg Grabasch, AILA;
- Ian Wasson, CLARB;
- Joel D. Albizo, CLARB;
- Marina Morina, ALAROS;
- Niek Hazendonk, NVTL;
- Paolo Pelegriano, ABAP;
- Xiaoming Liu, CHSLA.
- Adrienne W Cadle, Professional Testing, Inc.

I also would like to thank the following chairs of regional professional practise committees for their expertise, input and support:

- Ankia BORMANS, IFLA Africa;
- Hiko MITANI, IFLA Asia-Pacific.

And last, but not least, I would like to thank Carlo Bruschi, Chair of the IFLA Professional Practice and Policy Committee for his leadership of the PPP Committee, for all his wisdom, support and passion for the profession of landscape architecture.

I also would like to mention, that this project is actively going on at this moment and any IFLA volunteer, who is interested to participate, is very much welcomed to join at any moment, we would be more than happy to use your knowledge, experience and resources.



Introduction.

International Federation of Landscape Architects working group “Global professional standard” (IFLA GPS) and The Council of Landscape Architecture Registration Boards (CLARB) are conducting a joint research called “Task Analysis” to revalidate the study completed in 2010 by Professional Testing Inc., the USA and organised by CLARB. This is the first and essential part of developing the Global professional Standard in the future (please refer to IFLA World Council 2014 and 2015 working group reports). The Task Analysis project was started in November 2015 and will end in December 2016. This document outlines the process for completing the Task Analysis.

Phases of the project.

The project to be completed in three phases:

1. The first phase of is a review of the Duties and Tasks identified during the 2010 Task Analysis by Subject Matter Experts (SMEs) from IFLA.
2. The second phase is a review of aforementioned Duties and Tasks by a Task Force of CLARB appointed SMEs.
3. The third phase is a large scale survey to validate the Duties and Tasks identified during the first and second phases of the project.

Phase I – IFLA Review of Duties and Tasks (completed).

During the first phase a group of SMEs (members of the WG) have reviewed all Duties and Tasks from the 2010 Task Analysis using the Delphi Method. The process by which IFLA SMEs reviewed and update the Duties and Tasks is described below:

1. Professional Testing has drafted the Task Analysis Questionnaire for distribution to identified IFLA SMEs. The Questionnaire was based on the 2010 Task Analysis.
2. Participants had two weeks to respond to the Questionnaire. All Questionnaire participants were asked to review all Duties and Tasks identified during the 2010 Task Analysis and answer the following three overall questions:
 - a. Is each task appropriate?
 - b. Are there tasks missing from any duty area? If so, what are they?
 - c. Is the terminology used in the Duty or Task statement appropriate? If not, how should it be updated?
3. Professional Testing staff have consolidated the feedback from the first Questionnaire and added, removed, or updated Duties and Tasks in the updated Task Analysis as necessary. Professional Testing staff have drafted the second round Task Analysis Questionnaire for distribution. Professional Testing has consolidated feedback during two weeks from the first Questionnaire and drafted the Questionnaire for the second round. All Questionnaire participants were asked to review all newly drafted Duties and Tasks and answered the following three overall questions again:
 - a. Is each task appropriate?
 - b. Are there tasks missing from any duty area? If so, what are they?
 - c. Is the terminology used in the Duty or Task statement appropriate? If not, how should it be updated?
4. IFLA GPS WG Chair has distributed the second round of the Task Analysis Questionnaire to the same group of SMEs for review and feedback. Participants had another two weeks to respond to the Task Analysis Questionnaire.
5. Professional Testing staff have consolidated the feedback from the second Questionnaire and added, removed, or updated Duties and Tasks in the updated Task Analysis as necessary. There was enough consensus in the second round of the Questionnaire, so we could stop the process and deemed all Duties and Tasks (and the language used to describe each Duty and Task) relevant and appropriate.



Phase II – CLARB Task Force Review of Duties and Tasks (completed).

During the second phase of the Task Analysis, a group of SMEs appointed by CLARB reviewed all Duties and Tasks from the 2010 Task Analysis and the results from Phase I of the Task Analysis during a face to face focus group meeting lasting 2-3 days. Professional Testing staff has facilitated the face-to-face focus group meeting. During the meeting, Professional Testing staff has worked with the CLARB Task Force to update and finalize the Duty and Task list. Additionally, Professional Testing staff has worked with the CLARB Task Force to update all corresponding knowledge, skills, and abilities (KSAs) associated with each task. The outcome from this activity was an update Task Analysis comprised of duties, tasks and the KSAs required to perform each task. Professional Testing has also compared the results from Phase I with Phase II to identify differences between the duty and task lists.

Professional Testing has begun work on the Validation Survey.

It was also decided to include to the survey a consolidated list of the types of the projects landscape architects work all over the world (please see Appendix 2).

Study (work in progress).

During the third phase of the Task Analysis, Professional Testing will draft a validation survey to be distributed electronically. Professional Testing will obtain input from CLARB and IFLA Leadership on all relevant demographic areas and work with CLARB and IFLA Leadership to determine all demographic questions to be included on the survey (please refer to the draft text in Appendix 3.)

The Validation Survey(s) will be divided into three sections. In the first section of the survey, participants will be asked to respond to demographic questions. In the second section, participants will be asked to rate all tasks on one or more scales. Professional Testing proposes two scales – frequency and either importance or criticality (Professional Testing will work with CLARB and IFLA to determine whether importance or criticality is more relevant to survey participants). In the third section, participants will be asked to provide open-ended feedback regarding missing tasks.

Professional Testing will distribute multiple versions of the survey to participant groups identified by IFLA and CLARB.

The survey will remain open for approximately three- four weeks. During this time, 1-2 reminders will be sent to all participant groups. Once the survey is closed, Professional Testing will need two weeks to analyse the survey results. All results shall be reviewed by IFLA GPS WG and CLARB Task Force via WebEx. Professional Testing proposes two WebEx meetings to review all findings. Professional Testing will produce a final report documenting Task Analysis to be delivered to IFLA GPS WG and CLARB two weeks after the final WebEx meeting.

Timetable.

The following timeline was proposed and used as guidance. This timeline assumed that CLARB and IFLA were able to appoint all SMEs by the dates proposed in this timeline, and all Task Analysis participants aware able to complete activities in the time allotted.

Completed activities:

- November 9, 2015 – Disseminate Round One Questionnaire to IFLA SMEs
- November 23, 2015 – All Questionnaires to be completed by IFLA SMEs
- November 30, 2015 – Disseminate Round Two Questionnaire to IFLA SMEs
- December 13, 2015 – All Questionnaires to be completed by IFLA SMEs
- February 8, 2016 – All findings submitted to CLARB
- February 15-19, 2016; – CLARB Task Analysis Focus Group Meeting.

Work in progress:

- April 4, 2016 – Validation Survey is administered to all stakeholder groups
- April 18-19, 2016 – Report on progress of the task analysis to IFLA World Council.
- May 9-20, 2016 – Two WebEx meetings with IFLA and CLARB Task Analysis



- July-August, 2016 – Final Report delivered to IFLA and CLARB.

RECOMMENDATIONS (MOTIONS TO VOTE):

1. To approve the report and continue the work conducting the Global Landscape Architect Job Task Analysis.
2. To use all possible IFLA resources and social media to distribute and promote the survey Worldwide.

APPENDIXES (TO BE ATTACHED):

1. Global Landscape Architect Job Task Analysis questionnaire (draft version as per February 2016).
2. Types of the projects.
3. Demographic questions.

Ilya Mochalov,

Chair of Global Professional Standard IFLA Working group, member of IFLA Professional Practice and Policy Standing Committee.

Moscow, February 2016.