



CALL FOR ACCREDITORS

Erasmus+ Youth in Action Programme Volunteering projects (former European Voluntary Service - EVS) Accreditation of organisations in Western Balkans countries

The SALTO-YOUTH South East Europe Resource Centre (SALTO SEE) is looking for accreditors from Albania, Bosnia and Herzegovina, Kosovo¹, Montenegro and Serbia and Erasmus+ Programme countries

FRAMEWORK:

Any organisation based in a Programme Country or in the Programme's Partner regions of the Western Balkans, the Eastern Partnership or the Russian Federation wishing to send or receive volunteers within Volunteering projects of the European Union's Erasmus+ Youth in Action Programme or to coordinate such projects must be accredited.

Accreditation serves to gain access to Volunteering projects and to ensure common quality standards. Accreditation includes support to the organisation as well as an assessment of their current capacities to receive or send volunteers or to coordinate Volunteering projects. Accredited organisations are published in a [Database of EVS accredited organisations on the European Youth Portal](#) in order to facilitate partner-finding.

Accreditors in the Western Balkans are appointed by the SALTO SEE. Once appointed, they become part of the Centre's pool of accreditors. The pool of accreditors meets regularly to develop a shared understanding and common quality standards for accreditation in SEE. This year's meeting of accreditors is foreseen on 21-22. September and newly selected accreditors are expected to participate in it.

The selected accreditors receive a framework contract for a period of one year and are then recruited for accreditations on a case-by-case basis. Contracts can be extended until the end of the Erasmus+ Programme (2020).

ACCREDITATION PROCEDURE:

To ensure fair treatment, two accreditors, one coming from a Programme country and the other from a country of the Western Balkans – usually the country of the applicant – are contracted for each accreditation process. They are required to co-operate on their assessment of the organisation, but submit each a personal accreditation report outlining their assessment of the Application Form for Accreditation and their recommendations for accreditation. One accreditor, usually the one located closer to the project, visits the organisation during the accreditation process. The two accreditors then consult each other before coming to an agreement whether the organisation should be accredited or not.

¹ All reference to Kosovo, whether to the territory, institutions or population, in this text shall be understood in full compliance with United Nations Security Council Resolution 1244 and without prejudice to the status of Kosovo.



<p>Tasks of accreditors</p>	<p>The accreditation process includes:</p> <ul style="list-style-type: none"> ○ Working in accordance with the EVS Accreditation Guidelines published by the European Commission and the accreditation procedure and standards established by SALTO SEE; ○ Visiting organisations that are in the process of accreditation; <ul style="list-style-type: none"> ● SUPPORT (provided in particular by the accreditor who visits the organisation) <ul style="list-style-type: none"> ○ Informing organisations about the philosophy and priorities of the Erasmus+ programme, especially about Volunteering projects; ○ Informing about the rights and responsibilities of each partner in a Volunteering project; ○ Giving advice on how projects can be organised so that they meet the quality standards of the programme; ● ASSESSMENT <ul style="list-style-type: none"> ○ Evaluating the potential and capacities of organisations to receive or send volunteers or coordinate Volunteering projects; ○ Co-operating with other accreditor on each Application Form for Accreditation; ○ Submitting a written evaluation report for each Application Form for Accreditation. The accreditor visiting the organisation also writes a visit report to be shared with the second accreditor and SALTO SEE.
<p>Recruitment of accreditors</p>	<p>Frequency of recruitment depends on the number of Application Forms SALTO SEE receives from organisations. Practice has shown that each accreditor is contracted by SALTO SEE at least once a year and that accreditors who are efficient and competent in their approach to accreditations are contracted on a regular basis.</p>
<p>Profile of accreditors</p>	<p>Accreditors are expected to have:</p> <ul style="list-style-type: none"> ● A sound knowledge of the Erasmus+ Youth in Action programme of the European Commission, and in particular the EVS (now Volunteering projects); ● Experiences related to the EVS programme or similar volunteering programmes; ● Experiences in intercultural youth work; ● A good understanding of the concepts of non-formal education and learning mobility; ● Good communication skills; ● Good knowledge of the English language; ● Asset: experience in the field of assessment or evaluation.
<p>Time involvement, fees, contracts</p>	<p>Accreditors will be contracted as “service providers” and paid upon invoice submitted through an organisation or a company.</p> <p>Accreditors who will also carry out the accreditation visits (usually those coming from Western Balkan Partner Countries) receive for each accreditation a fee of € 160 including travel costs to the venue of the organisation for the accreditation visit. When travel (and/or accommodation) costs to carry out the accreditation visit exceed 40 EUR, these costs will</p>



	<p>be reimbursed on the basis of the tickets/receipts and can be added to the invoice. The other accreditors (usually those coming from Programme countries) will receive for each accreditation a fee of € 100.</p> <p>Exceptionally, SALTO SEE might select candidates who are free-lancing and not able to work through an organisation, provided that they are citizens of an EU or EFTA country and in possession of an <i>A1 form sheet</i> (confirmation of social insurance in their country). Due to additional taxes to be paid by the employer on those contracts, net fees in these will be ca. 25% lower than for other contracts.</p>
Scope of the call	With this call we are aiming to find so-called <i>1st accreditors</i> , so experts who reside in a country of the Western Balkans, especially from Kosovo and Albania.
Application & selection procedure	<p>All candidates must apply by completing and signing the application form digitally and sending it by e-mail to andrej.troha@mva.si by 15th March 2018 at the latest.</p> <p>Applicants will be selected based on their competences and suitability for the required tasks.</p>
Contact address	<p>SALTO SEE Resource Centre MOVIT Dunajska 5 SI - 1000 Ljubljana, Slovenia Tel.: +386-1-430 47 47 Fax: +386 1- 430 47 49 Contact person: Andrej Troha andrej.troha@mva.si http://www.salto-youth.net/see</p>