

## Call for trainers

### for Europe Goes Local Project Labs

**In the framework of the Europe Goes Local project, the German and Hellenic National Agencies of Erasmus+ and European Solidarity Corps programmes are looking for trainers who will be part of a team that will implement the Europe Goes Local (EGL) project labs in 2022.**

#### THE PROJECT

The EGL project is a long-term strategic partnership between the National and their partners.

The core aim of the project is to raise the quality of local youth work in particular through enhanced cooperation between various stakeholders that are active at the municipal level. The Partnership currently involves about 200 members who represent around 120 municipalities in the participating countries.

#### PURPOSE AND SCOPE OF THE PROJECT LABS

Project Labs in the frame of Europe Goes Local are **international training and networking events** that bring together officials and practitioners in youth work **to strengthen the usage and exploitation of the possibilities offered by the ERASMUS+ and the European Solidarity Corps programmes for youth work at municipal level.**

Specifically, Project Labs aim to ...

- **provide information and training** on the possibilities of the European mobility programmes, and how to use them;
- **present and curate good practices** in using the programmes, with a focus on youth work at municipal level;
- **support partnership-building and networking**, with a focus on youth work at municipal level;
- allow for **project development** with a focus on the usage of the European mobility programmes, and **provide coaching** thereof;
- provide **direct contact and support by the network of National Agencies** to the potential project promoters / beneficiaries

In the bigger picture, Project Labs contribute to the promotion of the European mobility programmes, bring them closer to municipalities, and enhance the impact, recognition and visibility of youth work at municipal level.

## Parameters of the Project Labs

In 2022, two project labs are foreseen:

### 1) Project lab with a general focus

Date:	19- 21 October 2022 (including arrival and departure)
Venue:	Bonn, Germany
Number of participants:	30-40 people from the programme countries and neighbouring partner countries of the Erasmus+ and European Solidarity Corps programmes.

### 2) Project lab for municipalities and local organizations from rural areas

Date:	14-17 November 2022 (including arrival and departure)
Venue:	Halkidiki, Greece
Number of participants:	30-40 people from the programme countries and neighbouring partner countries of the Erasmus+ and European Solidarity Corps programmes.

A joint preparatory webinar for the participants of both events (see the description below: **Inspirational webinar** (90 minutes) and **Meet & Match session** (90 minutes): during the week of 3-9 October

## PROFILE OF PARTICIPANTS

- **basic knowledge of European mobility programmes**
- **connected to youth work at municipal level.** In case the participant represents an “independent” institution (eg an NGO), then a mechanism is needed to check the relation to youth work at municipal level (eg endorsement by municipality or sending NA, description of relation to municipal youth work in application form, ...)
- **available to join main event (Project Lab) as well as preceding webinar**
- willing and in a position to **develop and commit to co-operation projects** using the European mobility programmes, enhancing youth work at municipal level
- ideally already has an **idea or preference for possible co-operation projects** or themes

## FORMAT, SETUP AND EMBEDDING

With the project labs, we offer a package of activities to prepare the participants before they meet in the residential event.

### Events to be facilitated

- **Inspirational webinar** to showcase good practices in how to use the European mobility programmes to enhance youth work at municipal level. That webinar is open to the general public.
- **Meet & Match:** there is a mandatory online meet-up before, where participants get to know each other and get to know existing and potential ideas / wishes / needs for co-operation projects.
- **Project Lab:** residential activity

**The Inspirational webinar and Meet & Match session will take place on the same day, please, see the indicative week above. The specific date will be defined together with the selected trainers.**

### Digital embedding

As a Project Lab actually consists of a series of connected events, it is important to provide a clear and easy to use digital embedding, where participants and NAs can at all time find relevant information, reach out to each other and collaborate. **This digital space is the Europe Goes Local intranet where the trainers will be able to have interaction with the participants and share materials in relation to the event.**

### Duration:

- The **Inspirational webinar and Meet & Match session would take altogether half-a-day (each 90 minutes = 3 hours, excluding a short break).**
- The **residential Project Lab: 2 full working days + travel time (See the exact dates and duration at the events above.).**

## **PROFILE OF THE TRAINERS**

**Each project lab will be facilitated by a pair of trainers.**

Essential skills and experience:

- Training and facilitation experience in international events with a group of 20-40 participants;
- Familiarity with the youth sector in Europe, awareness of the role of different stakeholders;
- Familiarity with Erasmus+ and European Solidarity Corps programmes;
- Extensive experience in both formal and non-formal methods applicable at the project labs;
- Proficiency in working with small groups in workshops;
- Familiarity with methods that support exchanges of information and ideas between all participants of the event;
- Experience in facilitating interactive webinars with the use of participatory online methods and tools;
- Fluency in English.

Advantage:

- Knowledge of Europe Goes Local

## **Tasks of the facilitator**

- Working together with the preparation team of the event in order to create the agenda of the event. Contribute actively to defining methods for the event.
- Attending on-line meetings (maximum 2-3 occasions) with the members of the preparation team (**1 working days**). **The on-line preparatory meeting will be held for both events on the week of 29 August – 2 September. The date will be set together with the selected trainers.**
- Preparing a facilitation guide and all other necessary background documents for the project lab (**2 working day**)
- Implementing the webinar and the meet-up (**1 working day**)
- Implementing the project lab as a trainer (**3 working days**)
- Preparing an article of 1,5 – 2 A4 pages as a report after the event (**1 working day**)

## **Fees and costs**

- All costs of travel, board and lodging incurred in relation to the meetings and events will be covered by the organisers
- **Expert fee (gross): 320 € / working day**
- **The number of working days depend on whether the trainer facilitates only one or both project labs. Number of working days for one lab: 8 working days. Number of working days for both labs: 13 days**

## **Submitting offers**

**Offers can be submitted for only one or both project labs.**

**Please, send your proposal via e-mail to one of the coordinators of the event, Mr Apostolos Alexiadis, TCA Officer of the Hellenic National Agency (alexiadis.a@inedivim.gr) latest on the 25<sup>th</sup> of July.**

**The proposals should include:**

- **The CV of the applicant (or a link to the TOY-profile)**
- **A cover letter including a brief description of experience in line with the expected profile of the facilitator.**
- **Indication of which project lab you wish to facilitate (with indication of availability for the dates of the foreseen activities)**

With questions and requests for additional information please contact Mr Alexiadis Apostolos via e-mail (alexiadis.a@inedivim.gr). Each applicant will be notified by the 12<sup>th</sup> of August.