

Information Leaflet

Matra Training for European Cooperation
(MTEC)
Social Affairs and Employment

The Hague, 12 - 23 April 2010

Amsterdam Institute for Advanced Labour Studies,
AIAS

Netherlands Institute for International
Relations *Clingendael*

Utrecht University, Europa Institute



AMSTERDAM INSTITUTE FOR
ADVANCED LABOUR STUDIES
UNIVERSITY OF AMSTERDAM



netherlands institute of international relations
clingendael



Universiteit Utrecht

Introduction

Modern economies are knowledge-based. To tackle competition, national economies need a policy geared at creating new jobs which are needed in a dynamic knowledge-based society. Therefore investments in education and sciences are mandatory. Furthermore an adequate employment policy needs to keep track of the pace of the changes to steer the EU through the worldwide crisis. EU countries have to closely co-operate in this field, because they share the same objectives and support each other's policies.

EU employment and social policies are based on the conviction that we do not only need strong competition between companies to promote productivity and growth, but also a strong feeling of solidarity amongst citizens to create better conditions for a coherent society.

It is the objective of this MTEC-Social Affairs and Employment course to train (senior) government officials, experts and policy advisors from line Social Affairs line ministries, officials working at public employment agencies and representatives of the social partners in these EU policy areas relevant to European Union membership and accession. Other goals are creating new networks, and strengthening or establishing bilateral relations between the Dutch line ministries and their counterparts in the target countries. The MTEC-Social Affairs and Employments is open for 50 government officials coming from 10 eligible countries: two EU member states, Bulgaria and Romania, three candidate countries, Croatia, Turkey and Macedonia and five potential candidate countries, Albania, Bosnia-Herzegovina, Kosovo, Montenegro and Serbia.

The course is organised by a consortium consisting of the Amsterdam Institute for Advanced Labour Studies, the Netherlands Institute of International Relations 'Clingendael' and the Europa Institute of Utrecht University, with the financial support of the EVD - a Dutch governmental agency for international business and cooperation.

Training objectives

The main objective of this training is to deepen the participants' knowledge and understanding of the EU's social and employment policies, its instruments and to share best practices in this field. Related objectives are the creation of networks,

the promotion of regional cooperation, and the development of individual skills required for government officials to work professionally in an EU context.

By participating in this programme, the participants will:

1. Gain an overview of the current 'acquis communautaire' in the field of social affairs and employment and in-depth knowledge and insight in some topical issues, including new tools for employment policy, social responsible entrepreneurship, social security, etc.;
2. Gain practical knowledge and insight in the different actors, institutions, decision making procedures and instruments and methods of the EU in the field of social affairs and employment policies;
3. Develop individual skills, such as teamwork, presentation and negotiation skills, project management, change management, necessary to work professionally in an EU context.

Approach

The MTEC-Social Affairs and Employment training is a practice-orientated and interactive training programme. The further development of individual knowledge and skills is at the heart of this course. There will be ample room for open discussion and practitioners will be involved in the programme. It is designed by and for people involved in social affairs and employment policies and EU accession topics. The approach is characterised by active individual involvement, learning by doing, discussing and exchanging opinions and inspiration. The participants will work on the basis of own dossiers and experience and develop a 'back home action plan' to be implemented in their work at home.

Programme

The training course lasts two weeks. The programme will consist of three main components: theory, skills training and study visits. These three components are closely linked to each other. Social activities will also be included to stimulate networking amongst and between the participants, trainers and (national) EU experts.

1. THEORY

In the programme the participants learn more about the current 'acquis communautaire' in the field of social affairs and

employment, future developments and topical issues in that area with special attention to the employment dimension of these issues. Furthermore theoretical and practical aspects of the European policy making processes will be discussed and how to influence these.

Important topics are:

- Stimulate growth and jobs to enhance a knowledge-based economy: labour market policy, social policy, Open Method of Coordination, and internal market.
- International organisations in the field of Social Affairs: UN, ILO, Council of Europe and the OECD
- EU decision-making process, policy cycle etc.
- New tools on promoting employment
- Corporate social responsibility
- Social security: the ageing of the European population
- Creating equal opportunities
- Protection of workers

2. SKILLS

The skills development programme with its workshops, simulations, case studies, individual and group assignments, form an integral part of the above-mentioned content-related parts of the programme. The participants will develop personal skills in order to work professionally in an EU context.

The following skills modules are foreseen:

- presentation and debating skills
- workshop on ESF project management
- workshop Change management
- negotiation, lobbying and network skills

3. STUDY VISITS/MEETINGS WITH NATIONAL AND EU EXPERTS

The participants will pay study visits to relevant institutions in The Netherlands and Brussels. In The Netherlands they will visit the ministry of Social Affairs and Employment (SZW), the SER and a regional employment bureau. In Brussels several institutions will be visited. Furthermore, the programme foresees in an expert meeting in The Hague and the possibility for an individual appointment in Brussels. The objective of these visits is to discuss practical examples, cases and issues. It is also intended to offer the participants network opportunities with colleagues working in the same field.

SOCIAL ACTIVITIES

To stimulate the networking function of the course, a social programme will be organised as well, including activities such as:

- Acquaintances Supper party at the first evening
- Visit to Bowling centre and supper afterwards
- Network Luncheon at the ministry of SZW
- Social drinks
- Participants will receive a booklet with photos and contact details of the fellow course participants to improve chances for networking.

Teaching staff and learning materials

The teaching staff will consist of:

- Academic staff of the three Consortium members and other Dutch universities or institutions
- Trainers from the Netherlands Debating Institute
- Government officials from the ministry of SZW and the Agentschap SZW
- Officials working at the European institutions

Several readers will be made to provide the participants with the relevant background for the lectures, practical workshops and study visits. The participants will also receive the powerpoint presentations of the lecturers. Each participant will receive a usb-stick to put all materials on and to take it back with him/her easily.

Dates and accommodation

The course takes place from 12 - 23 April 2010. On Sunday 11 April the participants will arrive in The Netherlands and they will depart on Saturday 24 April.

The participants will stay at:
the Bilderberg Europa Hotel
Zwolsse straat 2, 2587 VJ Scheveningen,
T:00-31-704168595, www.bilderberg.nl

Expenses

The Dutch government will pay for all costs related to the course: travel to and from The Netherlands, board and lodging, health insurance, the course itself and the study materials. During the course all meals, coffee and tea are provided for as well as dinner. For those days which no dinner or lunch are foreseen in the programme, the participants will be granted a small allowance to cover the meals.

Selection criteria

The MTEC-Social Affairs and Employments is open for 50 government officials, experts and policy advisors from Social Affairs and Employment line ministries, officials working at public employment agencies and representatives of the social partners from 10 eligible countries: Albania, Bosnia-Herzegovina, Bulgaria, Croatia, Kosovo, Macedonia, Montenegro, Romania, Serbia and Turkey.

Selection criteria are:

- Relevant professional background and working with EU dossiers
- Balance between seniority and fresh starters
- Excellent command of English
- Enthusiasm and motivation
- Gender balance

Application

Applications can be made through the Netherlands Embassy in the applicant's country. Application forms can be downloaded from the website www.cross-agency.nl. Go to downloads, click on application form for the relevant course, click on your country; you can then download the application form. Applications (duly signed by the applicant and his or her employer) should be submitted latest on the **15th of March 2010** through the Royal Dutch Embassy in the applicants' country. By this date, all forms, including the signed employer statement, must be received by the Royal Netherlands Embassy. Please note that the application instructions on the website need to be followed carefully. After the deadline, the selection procedure will start, which will take approximately two weeks. **Only fully documented applications will be considered.**

Experience tells that the number of applicants exceeds the number of places available. Therefore, admission will be on a competitive basis.

Applicants who have been accepted for the course are expected to duly attend. In case of no-shows or (too) late cancellations (i.e.) within three weeks before the course commences, the course organiser has the right to claim all costs incurred from the candidate's employer.

Project Team

The project team consists of:

Ms. Suzanne Nollen, Clingendael Institute	Project leader
Prof. dr. Frans Pennings, Utrecht University	Team leader UU
Mr. Matthijs Visser, AIAS	Team leader AIAS
Ms. Hiske Zelen, Utrecht University	project co-ordinator
Mr. Arnout Mijs, Clingendael Institute	project co-ordinator
Ms. Birgit Leiteritz	logistics

Further Information

For further information on the consortium members please consult our websites:

AIAS: www.uva-aias.net

Netherlands Institute of International relations: www.clingendael.nl

Europa Institute, Utrecht University: www.uu.nl/europainstituut

On the contents and organisation of the programme:

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On the MTEC programme, application and selection criteria:

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