

**Call for experts
for the implementation of on-line activities of the Europe Goes Local project in October
2020**

**JINT vzw is looking for experts to support the implementation of two different activities in
October 2020.**

JINT vzw is the Flemish knowledge centre for international youth mobility and international youth policy and is the implementing National Agency for the Erasmus+ Youth in action programme of the European Commission in Flanders, Belgium.

The project

Europe Goes Local is a long-term, large scale strategic cooperation between the National Agencies (NAs) of the Erasmus+ Youth in action programme 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 activities

**1. On-line Participatory Lab in the frame of the European Week of Regions and Cities
2020**

Description of the event

"The European Week of Regions and Cities (#EURegionsWeek) is the biggest annual Brussels-based event dedicated to regional policy.

The event has grown to become a unique communication and networking platform, bringing together regions and cities from all over Europe, including their political representatives, officials as well as experts and academics. Over the last 17 years, it has done much to promote policy learning and exchange of good practices." (source: https://europa.eu/regions-and-cities/about/nutshell_en)

Most of the activities of the Week will be conducted on-line in 2020.

Europe Goes Local as a network will be present at the Week via conducting a Participatory Lab. The session of Europe Goes Local will be as it follows:

- Thematic cluster: **Empowering citizens**
- Format: **Participatory Lab - world café, ideas labs**
- Session title: **Youth policy at the local level**
- Date: **06/10/2020**
- Time from: **11:30:00 AM**
- Time to: **1:00:00 PM**
- **On-line tool: Zoom**

Description of the session

"Europe Goes Local is a cooperation platform of municipalities and local organisations in the youth policy field. It was established in 2016 and it gathers 200 members in 24 countries. It offers a tool, the

European Charter on Local Youth Work for quality development of local youth policies and structures. The participants of the lab will discuss what constitutes quality youth services at the local level. We will present good practices from the network, and tackle policies, structures and roles.

In most European countries, the responsibility for youth work lies to a large extent at the municipal level, as this political and administrative structure is closest to the young people. Municipalities help to improve the living condition of young people in a variety of ways and circumstances. The European Charter on Local Youth work describes the prerequisites of quality youth services. The lab will be a platform to discuss these elements, covering 1) youth policy, 2) organisation and practice, 3) the role of youth workers and 4) quality development 5) core principles.

The lab will start with 2 plenary inputs which will be followed by parallel group-discussions about 5 topics where good practices will be presented by invited experts and an exchange of views will also be provided.

The lab will end a plenary, drawing conclusions from the discussions.” (source: Partner Application Form – approved by the organisers)

Target group of the session

The registrations for the session will go through the official registration procedure of the Week. Participants come with a broad range of background and professional expertise. Read more about potential participants on the official website of the week: https://europa.eu/regions-and-cities/about/nutshell_en

2. Webinar to launch the on-line toolkit (Change-makers’ kit) of the European Charter on Local Youth Work

Description of the event

The European Charter on Local Youth Work was launched in June 2019. The Charter constitutes a common European ground for the necessary dialogue on youth work. It is to function as a “check-list” around which all various stakeholders can gather and discuss what measures that might be needed for the further development of youth work.

In order to stimulate and support these discussions the steering group of the project decided to develop an online support material, called “Change-makers’ kit”.

This Kit will be launched via an open-access, live webinar streamed through the website and social media channels of the project. Aims of the webinar:

- Share opinions and practices in relation to the themes of the Charter and quality youth work
- Introduce and launch the Change-makers’ kit
- Create space for interaction with the audience of the webinar
- Date: **Final date is to be concluded for the week of 19-23 October 2020**
- Duration: 90-120 minutes

Target group of the session

The session will be accessible by a broad audience through social media via preliminary registration.

Tasks related to the two events

We are looking for the following experts to contribute to the implementation of both events.

1.1 Facilitator

Profile of the facilitator:

- **Involvement in Europe Goes Local either at the European or national level in one of the member countries (essential)**
- Experience in facilitating and moderating international on-line events via Zoom with at least 50 participants (minimum 2 previous events)
- Familiarity with the youth sector in Europe, awareness of the role of different stakeholders
- Extensive experience in both formal and non-formal learning methods applicable for an on-line sessions, meetings and webinars
- Fluency in English

Tasks of the facilitator:

- Working together with the preparation team of the events to create its flow
- Contribute actively to defining working methods for both on-line events which ensure the active involvement of all participants in both cases
- Attending on-line preparatory meetings (1-2 occasions) with the members of the preparation team to work together on the flow of the sessions
- Preparing a script for the events which describes the flow in detail.
- Facilitating both events as it stated in the description.
- Work together with the communication team of the events to support its promotion.

Fees and costs:

- **Expert fee (gross): 310 € / working day. 1240 € for 4 working days.**

1.2 Digital facilitator

Profile of the digital facilitator:

- **Extensive experience in using Zoom with at least 50 participants (minimum 2 previous events) both for on-line meetings and webinars**
- **Proven knowledge and experience with various digital tools that can support the facilitation of on-line events**
- Familiarity with the youth sector in Europe, experience in both formal and non-formal learning methods applicable for an on-line session
- Fluency in English

Tasks of the digital facilitator:

- Working together with the preparation team of the event in order to create its exact flow.
- Contribute actively to finding the most suitable on-line tools for both events.
- Attending on-line meetings (1-2 occasions) with the members of the preparation team to work together on the flow of the session.

- Preparing a script for the session which describes the use of on-line tools in details.
- Being present for both events on-line and ensure the technical support and contribution as it is stated in the description.
- Work together with the communication team of the events to support its promotion.

Fees and costs:

- **Expert fee (gross): 310 € / working day. 1240 € for 4 working days.**

1.3 Visual facilitator/visual recorder

Profile of the visual facilitator:

- **Extensive experience in simultaneous visual recording of on-line events**
- **Proven knowledge and experience with digital tools that can ensure simultaneous visual recording of on-line events**
- Experience in graphic recording of events in the youth sector
- Fluency in English for internal communication purposes

Tasks of the visual facilitator:

- Working together with the preparation team of the event to define the aims and needs regarding visual recording of the events.
- Contribute actively to finding the most suitable on-line tools for both events.
- Attending on-line meetings (1-2 occasions) with the members of the preparation team to work together on the flow of the session.
- Being present for both events on-line and provide the visual recording of both as it is stated in the description.

Fees and costs:

- **Please, provide a detailed financial quote in your application.**

Submitting offers

Please, send your proposal via e-mail to the project coordinator, Judit Balogh (judit.balogh@jint.be) by the 28th of August 2020.

The proposals should include:

- **The task you apply for (facilitator/digital facilitator/visual facilitator)**
- **The CV and/or a link to the TOY-profile of the applicant**
- **A brief description (maximum 1 page) of experience in line with the expected profile of the facilitator.**
- **For the visual facilitator: a financial quote for carrying out the task**

With questions and requests for additional information please contact the project coordinator.

Each applicant will be notified by the 10th of September 2020.