



Call for expressions of interest in becoming a national expert in lifelong guidance and career development (CareersNet)

Cedefop invites national experts to submit their application for cooperation for the development of national lifelong guidance and careers education systems as part of a network of national experts.

Objective of the call

The aim of this call is to select a core independent national expert and alternate experts for each country to be covered by the Cedefop Inventory of lifelong guidance systems and practices ⁽¹⁾. National experts who join CareersNet will contribute to the development and update of the inventory, serve as national contact points for network consultations and activities, and engage in validation of Cedefop resources and tools aimed at supporting policy and practice on career guidance, careers education and career development. Selected experts do not represent their institution, organisation, or country, nor do they represent Cedefop in any official capacity.

Cedefop, lifelong guidance and careers education

Career guidance services, as well as careers education and development activities are key to support education, training, and career choices of all younger and older individuals, lifelong. They are also a centrepiece of both EU and national employment and qualifications policies. Cedefop's support to the development of lifelong guidance (LLG) systems across Europe has been distinctively consistent and continuous for over two decades.

In the face of growing labour market complexity and challenges due to societal changes, disruptions and shifts in the face of digitalisation, climate, demographic and environmental factors, it is fundamental to gather accurate information about systems, resources and practices which enable individuals in choosing and managing their studies, work and lifelong careers. It also becomes more and more important to accurately document the outcomes of

¹ All countries of the European Union, and EEA/EFTA countries Iceland, Liechtenstein, Norway and Switzerland, the United Kingdom, plus EU candidate countries Albania, North Macedonia, Montenegro, Serbia, and Turkey.

these systems and translate the knowledge gain into policy action. To foster progress in the direction of better evidence and deeper exchange of information on LLG systems, policies and practices, a call for national experts is being issued to renew the network (CareersNet), which was established with the **objectives** of:

- maintaining a central repository of up-to-date information and evidence on the characteristics of outcomes and impacts on individual learning, careers and employability of lifelong guidance and careers education systems and practices;
- generating insights on systems, systems development and practices with the purpose of supporting structured peer learning and informing policy developments in participating countries and at EU level;
- supporting the development of relevant tools and methodologies to aid progress towards sustainable careers education and quality, accessible, lifelong guidance systems.

Cedefop's Inventory of lifelong guidance systems and practices

One of the central tasks of national experts is in contributing content and to the development and use of the Inventory of lifelong systems and practices, managed by Cedefop within the lifelong guidance project area. The inventory is the most complete and unique of its kind, in Europe. It is designed to include countries of the European Union and EEA/EFTA countries Iceland, Liechtenstein, Norway, and Switzerland (EFTA), the United Kingdom, plus EU candidate countries Albania, North Macedonia, Montenegro, Serbia, and Turkey. The structure of the inventory is based on the *Guidelines for Policies and Systems Development for Lifelong Guidance* (2015) agreed by the Member States' representatives gathered in the European lifelong guidance policy network (ELGPN). It also reflects progress towards the policy priorities laid down by the 2008 Resolution on lifelong guidance.

The aim of the inventory is to share with policymakers, researchers, managers of national career services and practitioners, data concerning legislation, policy and provisions, statistics, history, good and interesting practices and reflections about various ways that can foster quality lifelong guidance services. These should aim to promote employability, access to education, and help to acquire better living and working conditions in an inclusive and cohesive society for all. Work on the inventory is a dynamic process and is an opportunity for building knowledge and peer exchange. The inventory aims to:

1. centralise information on LLG systems and practices across Europe;
2. make information on LLG systems quickly available in a friendly format which allows for easy navigation and comparability between systems; and
3. support monitoring progress towards the European LLG policy priorities and promote bench-learning in line with the ELGPN guidelines, including the priorities established in the 2008 Resolution.

CareersNet and network activities

Cedefop's CareersNet aims to enhance opportunities for independent experts to provide inputs and knowledge, and research-based evidence to inform Cedefop's input to European policy on career guidance systems and career development. Network membership also intends to create a space for peer learning and exchange, both in working alongside Cedefop and through creating a lasting professional relationship, and in sharing research evidence, interesting practices, and policy developments with other CareersNet experts and other professionals.

CareersNet experts will be required to update the inventory and provide new sources and insights from the field, and their valuable contribution will be explicitly acknowledged on the website and in relevant materials. Other contributors can also be acknowledged. Experts will provide insight into current developments, characteristics and challenges of lifelong guidance and careers education in the country of their expertise.

The range of possible activities will be detailed in the CareersNet Charter and will depend on Cedefop's priorities and emerging issues in the guidance policy field, along with each member's particular expertise, but all member experts will be expected to engage in certain **primary activities as part of the network:**

- review and update the information, using appropriate sources and through consulting relevant national stakeholders concerning his/her country of expertise in the Inventory of lifelong guidance systems and practices;
- provide insights and evidence on the development of national systems towards lifelong coverage and accessible services across different sectors and target groups;
- contribute to initiatives aimed at developing countries' capacity in careers-oriented services and the role of career learning in a range of strategies and policies;
- contribute to the validation and development of tools, comprising career information tools, career learning tools and other instruments which may support guidance policy, decision-making, practitioners, and career educators' work; and
- participate in annual meetings and other CareersNet events, in the development and implementation of thematic activities, ad-hoc consultations, and in writing research and policy articles/papers.

Cedefop will manage and maintain the inventory, and in cooperation with the national experts as contributors, assure final language editing and source checking, monitoring relevance of contributions and integrating secondary sources information, such as from Cedefop's own studies. Core experts will also be expected to attend workshops or other guidance-related events organised by Cedefop to discuss specific priority topics, such as the state of development of the inventory, and to participate in the development of papers/articles and initiatives which make use of the gathered information. Travel,

accommodation, and subsistence expenses for events/workshops organised by Cedefop will be reimbursed in accordance with applicable rules.

Eligibility and selection criteria

To be eligible, a candidate should:

- be a **citizen of one of the Member States of European Union, EEA/EFTA countries** Iceland, Liechtenstein, Norway and Switzerland, the United Kingdom, plus **EU candidate countries** Albania, North Macedonia, Montenegro, Serbia, and Turkey;
- have a minimum of **five years of experience** in research/analysis, policy development or analysis, or system level management (national/regional administration, sector level) in at least one of the following fields: career guidance and counselling, careers education/training, career development; and
- have a **very good command of English**, at minimum at C1 level of the Common European Framework of Reference for Languages² (English is the working language of the project and the language of all documentation and official discussions).

Applications of the eligible candidates will be assessed based on the following criteria:

- have a **very good knowledge of the national systems and practices in career guidance and careers education** in both employment and education sectors/settings (and preferably third sector) in the country of their expertise. Established contact with relevant national stakeholders is also considered essential to the tasks of experts.

Cedefop will select one expert per country, who serves as core expert, based on the above criteria.

Where more than one candidate fulfils all selection criteria, in addition to the selection of the highest-ranking candidate (core expert), Cedefop may decide to select one or a group of alternate experts. Alternate experts may serve to form national reference groups or replace core experts who are not able to attend a network event or meeting, or who retire/withdraw from their role or who are otherwise unable to remain active in core tasks and/or activities, for a specific period of time. Core experts communicate with Cedefop and are normally in communication with national reference groups, keeping alternate experts informed of network news and inviting their inputs. For certain countries, depending on the complexity and organisation of the lifelong guidance system in that country, forming national reference groups is particularly essential.

Final provisions

Where no applicant fulfils the criteria for an eligible country, the call remains open until a qualified expert is selected.

² http://www.coe.int/t/dg4/linguistic/Cadre1_en.asp

Selected candidates have an indicative tenure of three years. This mandate period may however be extended at the discretion of Cedefop. **Current CareersNet experts are invited to signal their interest in continuing as core or alternate members, by submitting updated documentation detailed below. The intention is that through accepting membership, engagement occurs on a long-term basis.**

Submitting applications

The online application form at the link below should be completed. Supporting documents larger than 1 MB (and cannot be uploaded via the e-form) should be sent by email to:

guidance-call@cedefop.europa.eu

Questions and help with the application form should be directed to:

CareersNet@cedefop.europa.eu

The deadline for applications is 7 May 2021.

Required documents:

- application [form](#) completed, and agreement of expression of interest is indicated;
- CV indicating experience in the field (preferably in Europass CV format <http://europass.cedefop.europa.eu/en/documents/curriculum-vitae>), including a separate annex clearly indicating which work experiences are relevant for the fulfilment of the specific aforementioned requirements;
- any other supporting documents demonstrating the suitability of the candidate, including academic publications and other relevant articles.

Eligible candidates will undergo a documental selection procedure. All candidates will be informed **within 30 working days** of the deadline for submission of applications whether they have been selected or not.

Current core and alternate members of the network may indicate their desire to continue their membership and role on the application form, while submitting updated versions of the above documents.

DATA PROTECTION

Personal data processed through this processing operation are subject to the Regulation (EU) 2018/1725 of the European Parliament and of the Council of 23 October 2018 on the protection of natural persons with regard to the processing of personal data by the Union institutions, bodies, offices and agencies and on the free movement of such data.

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