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**TRAINEESHIP AT CEDEFOP**

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Would you like to gain professional experience in an international environment?

Cedefop, the EU Agency based in Thessaloniki, offers a 9-month traineeship starting on 01/10/2019.

<b>WHAT THE TRAINEESHIP IS ABOUT</b>	
Department / Service	Department for VET systems and institutions (DSI)
Project description	<p><b>Learning providers and Mobility scoreboard content support</b></p> <p>The department for VET systems and institutions supports policy development and provides evidence for policy making to help modernise vocational education and training (VET) systems.</p> <p>This work requires collaborating with colleagues in house and external partners, for instance the European Commission, national ministries, employer and employee representatives and learning providers.</p> <p>The <u>European community of learning providers</u> was set up in February 2017 by Cedefop and six EU-level VET associations (EfVET, EVBB, EVTA, EUCEN, EUproVET and EURASHE) in order to complement the Platform for European associations of VET providers created by DG EMPL in 2015 which provides policy advice to the EU Commission.</p> <p>The community's objectives include deeper cooperation, mutual learning, selection of good practices, and production of concrete practical guidance on priority themes. Its ultimate goal is to help the VET provider community prepare for future challenges and increase the impact of EU-level cooperation on VET.</p> <p>The methodological approach of the community uses learning providers' priorities and practical experience as a starting point. For the 2017-20 period three themes were agreed to be worked on in the following three parallel working groups: (a) the challenge of technology-enhanced learning (TEL), (b) EU mobility and (c) migration.</p> <p>The work requires support to the working groups in formulating their suggestions and recommendations to allow the European Commission to take them into account in its 2020 reporting exercise.</p> <p>The <u>IVET mobility scoreboard</u> is a tool for monitoring developments in IVET mobility policies and the implementation of the 2011 Council recommendation 'Youth on the move' in European countries.</p> <p>The scoreboard is a mechanism for assisting policy-making in international learning mobility.</p>

	<p>The database provides detailed country information on the conditions for IVET learner mobility in Europe: analysing weaknesses and shortcomings; identifying good practices; and suggesting reforms. It addresses 10 key action areas.</p> <p>The mobility scoreboard for initial VET is based on country information provided by ReferNet and validated by country representatives. The work requires support to the updating the database.</p>
Project outputs / outcomes	<ul style="list-style-type: none"> <li>• <a href="http://www.cedefop.europa.eu/files/agenda_-_first_annual_meeting_of_the_european_community_of_learning_providers_v.02.pdf">http://www.cedefop.europa.eu/files/agenda - first annual meeting of the european community of learning providers v. 02.pdf</a></li> <li>• <a href="http://www.cedefop.europa.eu/en/events-and-projects/projects/mobility-scoreboard">http://www.cedefop.europa.eu/en/events-and-projects/projects/mobility-scoreboard</a></li> <li>• <a href="http://www.cedefop.europa.eu/en/publications-and-resources/data-visualisations/mobility-scoreboard/">http://www.cedefop.europa.eu/en/publications-and-resources/data-visualisations/mobility-scoreboard/</a></li> </ul>
The trainee's main duties and tasks	<p>The trainee is expected to:</p> <ul style="list-style-type: none"> <li>• support preparing thematic information, reports and other papers or publications;</li> <li>• help collect, extract, aggregate and analyse qualitative and quantitative data;</li> <li>• contribute to approaches and working methods related to the different deliverables and outputs;</li> <li>• prepare presentations and short analytical extracts;</li> <li>• help organise meetings with stakeholders;</li> <li>• collaborate with in-house services and external partners.</li> </ul>
Expected learning outcomes	<ul style="list-style-type: none"> <li>• insight into policies and processes of European institutions;</li> <li>• improved understanding of VET-related policies and systems in EU Member States;</li> <li>• experience in customising/drafting/editing information for different EU-level target groups;</li> <li>• practical experience in day-to-day business of an EU agency;</li> <li>• team working skills in a multi-cultural and multi-disciplinary environment</li> </ul>
<b>ESSENTIAL REQUIREMENTS</b>	
Academic background	<ul style="list-style-type: none"> <li>• University studies of at least three years attested by a diploma or equivalent, preferably related to (vocational) education policy or social sciences.</li> <li>• English at level C1 (<a href="#">Common European Framework of reference for languages</a>)</li> <li>• IT literacy</li> </ul>
<b>DESIRABLE</b>	
Experience/exposure	<ul style="list-style-type: none"> <li>• Good knowledge of and practical experience in desk research; Experience with qualitative and quantitative analysis tools would be an asset</li> </ul>

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|  | <ul style="list-style-type: none"><li>• Experience in management information systems</li><li>• (An)other foreign language(s) at minimum level B2 is/are an asset.</li></ul> |
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**For further information and on-line application please visit:**

**<http://www.cedefop.europa.eu/EN/working-with-us/Traineeships.aspx>**



**Deadline for the submission of applications: 30/05/2019 at 14:00 Greek time (CET+1).**

**Only applications submitted on line will be accepted.**