



European Centre for the
Development of Vocational Training

CORRIGENDUM – EXTENDED DEADLINE:
30/06/2006

CALL FOR EXPRESSION OF INTEREST

REF.: 4312/7/2006

Cedefop is seeking a

MODERATOR OF THE EUROPEAN RESEARCH OVERVIEW (ERO) – AREA 'DEVELOPING RESEARCH'

Seconded National Expert

M/F

The **EUROPEAN CENTRE FOR THE DEVELOPMENT OF VOCATIONAL TRAINING** (Cedefop) is an Agency of the European Union. It supports the European institutions, the governments of Member States and the social partners – employers' representatives and unions – in the development of initial and continuing vocational training. Cedefop has approximately 130 staff and is based in Thessaloniki, northern Greece. For more information on the Agency, see www.cedefop.eu.int.

Seconded national experts (SNEs) are national or international civil servants or persons employed in the private sector who are working temporarily for Cedefop under the rules applicable to such experts.

Work in the Area 'Developing Research' focuses on systematic enquiry into the structures and processes involved in acquiring, updating and utilising vocational skills and competences. The aim is to investigate – in a European and international context - developments in vocational education and training, identify new issues and demands, and explore their significance for innovation and development. Enquiry is carried out in-house, by commissioning studies and reports, organising meetings/conferences, and through research cooperation networks.

An important task of Cedefop is to support cooperation between researchers across Europe. The European Research Overview (ERO) is one of Cedefop's instruments to address this task. Its overall goal is to contribute to building a community of European

researchers in VET and human resource development (HRD). ERO promotes European research through collaboration with European research networks, associations and institutes.

In particular, ERO collaborates with the European Network of Reference and Expertise (ReferNet), coordinated by Cedefop, encompassing all Member States and Norway and Iceland (<http://www.cedefop.eu.int/directory.asp?refernet>). ERO is operationalised through cooperative partnerships between Cedefop, the ReferNet members and other research networks, bodies and actors.

The four interlinked activity fields of ERO are as follows:

1. *ERO Base* – a data base on research projects, persons (researchers/experts) and papers (http://www.trainingvillage.gr/etv/Projects_Networks/ERO/);
2. *ERO National Research Reports (ENRRs)* – short overviews of research taking place within a country; they complement the ERO Base;
3. *ERO Call* – a mailing list that enables researchers to exchange information and/or collaborate with each other;
4. *ERO MAP* (Monitoring, Analysing and Promoting) aims to provide European overviews and commentaries on current research (based on the ERO National Research Reports and other sources) and cooperate with European research networks and bodies in the promotion of VET and HRD research.

RESPONSIBILITIES AND TASKS

The successful candidate will take on overall responsibility for developing and managing the four activity fields of ERO outlined above.

The specific tasks to be undertaken are as follows:

1. Liaise with colleagues in Cedefop in the overall development and management of ERO as well as with the ERO-related work of ReferNet members;
2. Liaise with other European and national VET/HRD networks in the promotion and dissemination of European research in VET and HRD;
3. Monitor the quality of the input to ERO base, the ERO National Research Reports and the ERO Call mailing list;
4. Provide feedback to ReferNet members on the quality and adequacy of their submissions;
5. Contribute to the development of overviews on VET and HRD research, drawing on the ERO National Research Reports and other sources;
6. Liaise with and monitor the work of external contractors working with Cedefop on ERO;
7. Administer, update and maintain the ERO Base in collaboration with ReferNet and in-house services;

8. Cooperate actively in related research activities and projects of the Area 'Developing Research';
9. Make presentations in meetings/seminars/conferences on the implementation of ERO and contribute to seminars and conferences promoting European research in VET and HRD;
10. Monitor the project budget in compliance with the European financial and procurement rules, under the supervision of the Head of Area.

FORMAL REQUIREMENTS

To be considered eligible, applicants must:

- Be from a government or state administration in Member States or from the private or voluntary sector, the European Economic Area (EEA), candidate countries, international organisations or non-member countries.

PROSPECTIVE APPLICANTS WILL BE ASSESSED AGAINST THE FOLLOWING COMPETENCE CRITERIA

- A university degree in a field relevant to the work of ERO and Cedefop (e.g. education and training, work-related social/human sciences, HRD, etc);
- At least three years professional experience in the field of VET/HRD research or development of VET or undertaking reports on VET at international or national levels, or promoting networks;
- Experience and awareness of current research issues at European and national level;
- Experience in the use of information and communication technologies (web sites, databases, Windows programmes), project management and dissemination of information;
- Excellent communication skills, including proficiency in spoken English and the ability to produce high quality written material in English;
- Capacity to summarise complex issues and convey key messages efficiently;
- Excellent analytical and problem-solving skills and a capacity to make sound, logical and well-argued judgments;
- Excellent ability to deliver results and manage work, both independently and as part of a team.

THE FOLLOWING CHARACTERISTICS WILL BE CONSIDERED AS ADDITIONAL ASSETS

- Good knowledge of the socio-political and economic situation in the old and new Member States;

- Capacity of working in a multicultural team and a demanding international environment;
- Evidence of contributions in the field of VET (e.g. articles, conference papers, publications, etc.);
- An understanding of public procurement procedures.

CONTRACTUAL CONDITIONS

The initial period of secondment is two years. The maximum period of secondment is four years.

During the period of secondment to Cedefop, a Seconded National Expert (SNE) remains in paid employment with their employer. During the seconded period, Cedefop may agree with the SNE's employer to reimburse all or part of an SNEs salary, up to a ceiling.

Throughout the period of secondment an SNE is also entitled to a daily subsistence allowance corresponding to the daily allowance that is paid to SNEs at the European Commission, subject to the application of the weighting for Greece. Other benefits include travel allowances and school fees.

EQUAL OPPORTUNITIES

Cedefop applies a policy of equal opportunities and takes care to avoid any form of discrimination.

SELECTION PROCEDURE

The eligibility of candidates will be assessed in compliance with all formal requirements and assessment criteria by the closing date for the submission of applications. Selected candidates may be invited for written tests and/or an interview.

SUBMISSION OF APPLICATIONS

A detailed curriculum vitae (preferably European format; see our site www.cedefop.eu.int), certificates, recommendation letters and a cover letter should be sent to Cedefop by registered post at the following address:

Cedefop
c/o J. Kiorpelidou
Ref.: 4312/7/2006
PO Box 22427 – Finikas
GR- 55102 Thessaloniki

In order to be considered, applications must clearly quote on the envelope the vacancy reference number.

Reference number: 4312/7/2006

Applications should be sent by **registered post** no later than **30 June 2006** at Central European Time (date of post registration).

Applications must be sent in an official Community language, preferably accompanied by a translation in English, French or German where necessary.
