

**Call for a facilitator  
for the 4<sup>th</sup> European conference of the Europe Goes Local project**

**JINT vzw is looking for a facilitator who will be part of a team that will take care of the overall moderation and facilitation of the 4<sup>th</sup> European conference of the project called “Europe goes local – Supporting youth work on municipal level” (hereinafter “EGL”).**

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**

The EGL project is a long-term strategic partnership between the National 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 Partnership currently involves about 200 members who represent around 120 municipalities in the participating countries.

**Parameters of the Conference**

Date: 17-19 May 2022  
Venue: Cluj-Napoca, Romania  
Number of participants: ~200 pax

**Aims and objectives of the event**

- Encouraging European level cooperation and networking among the participants.
- Establishing links and a dialogue with European organisations that work with local authorities
- Building knowledge, creating discussion and sharing experience about the key issues of local level youth work.

**Target group**

The audience will be composed of European and national level delegates who are active in the youth field and have a connection with youth work on municipal level.

Each country will delegate about 5-6 persons while about 30 experts and stakeholders will represent European level institutions and organisations.

**Agenda and working methods**

The event will combine formal and non-formal methods, keynote speeches and roundtable discussions during plenary sessions, while non-formal learning methods will be applied to guarantee the maximum level of exchange between the participants.

**Profile of the facilitator**

Essential:

- Experience in facilitating and moderating international events with at least 150 participants
- Familiarity with the youth sector in Europe, awareness of the role of different stakeholders



# EUROPE GOES LOCAL

Supporting Youth Work at the Municipal Level

- Extensive experience in both formal and non-formal methods applicable at the conference
- Proficiency in working with small groups in workshops
- Familiarity with methods that support exchanges of information and ideas between all participants of the event
- Fluency in English

Advantage:

- Knowledge of and experience with local level youth work
- Familiarity with digital tools that can be used during the event

## Tasks of the facilitator

- Working together with the preparation team of the event in order to create the agenda of the event. Contribute actively to defining methods for the event.
- Attending on-line meetings (3 to 5 occasions) with the members of the preparation team (**3 working day**)
- Preparing a facilitation guide and all other necessary background documents for the event (**2 working day**)
- Facilitating the Conference and moderating its plenary sessions on 17 – 19 May, 2022, Cluj-Napoca, Romania. (**4 working days including a preparation day**)
- Preparing a report after the event about the structure of the agenda, the methods and different settings of the event as well as the profile of the participants. (**1 working day**)

## Fees and costs

- All costs of travel, board and lodging incurred in relation to the meetings and events will be covered by the organisers
- **Expert fee (gross): 320 € / working day. 3,200 € for 10 working days.**

## Submitting offers

**Please, send your proposal via e-mail to the project coordinator, Judit Balogh ([judit.balogh@jint.be](mailto:judit.balogh@jint.be)) the 29<sup>th</sup> of October 2021.**

**The proposals should include:**

- **The CV of the applicant**
- **A cover letter including a brief description of experience in line with the expected profile of the facilitator.**

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

Each applicant will be notified by 2 November 2021.