

## Invitation to an ETUI Education course

01 March 2024

### To all organisations affiliated to the ETUC

Dear Colleagues,

The Education Department of the European Trade Union Institute is organising a new training for **Eurotrainers level 1**. The course will take place from **27-31<sup>st</sup> of May 2024** in **Madrid, Spain**.

This course, part of the Eurotrainers pathway, focuses on enhancing the individual training skills of trainers from members organisations, who meet a defined profile, as an investment in the future of their organisation's educational strategies. The primary objective of the course is to broaden the scope beyond the national level, imparting a distinct European dimension and cultivating a European trade union identity.

The course covers a range of topics related to multicultural and transnational environments, integrating them into the training design process and pedagogical methodology commonly used at the European level.

### Aims

- Familiarize participants with the European Trade Union Institute (ETUI) and its unique educational approach, incorporating insights into their broader understanding of trade union training practices at the European level.
- Analyse acquired training skills by using a set of specific tools such as self-assessment portfolios, leading to the validation of competences.
- Examine and compare Trade Union structures and their adult education processes within Europe.
- Incorporate a multicultural dimension in trade union education by exploring the influence of cultural differences, gender, and Trade Union cultures in a training environment;
- Design and present training sessions that integrate various methodological approaches commonly used in Trade Union training.

### Working languages

English, French

### Programme

The enclosed draft programme will give you an overview of the course contents.

### Venue

The venue will be communicated with the confirmation of participation.

### Participants

The participants will be trainers who have completed a national basic training programme and have gained experience of union training accredited by their organisation.

#### Participants should:

- Have **at least 3 years'** experience in organising, developing, delivering and evaluating learner centred Trade Union Training on a national program for Trade Union members or professional officials;
- Have an interest in **taking part in and promoting Trade Union training** on European issues at both national and EU level;



- Demonstrate fluency in either **French** or **English**. It is essential that participants can communicate at a minimum of **B2 level**, as per the CEFR scale, in one of these languages. To assess your proficiency, please refer to [CEFR assessment grid](#) and **accurately self-evaluate** your proficiency in English or French.

### Arrival and departure

Participants are expected **to arrive on Monday 27 May for lunch and to leave on Friday 31<sup>st</sup> May** after lunch.

**All participants should respect the arrival and departure times and stay until the end of the training. Please wait for the ETUI confirmation before any travel booking.**

### How are enrolments processed?

Applications will be accepted bearing in mind the preferred participant profile criteria mentioned above and secondly on basis of a first come, first served basis, with a maximum of **one participant per confederation** and **a maximum of 16 participants** overall. Additional applicants will be put on a waiting list.

The **ETUI Education officer and trainers' team** will be responsible for the **final selection** and will bear in mind the skills required for this target group.

We ask you to bear in mind the recommendations of the ETUC Action Plan on gender balance, which call for the proportional representation of women and men in Trade Union activities.

### Confirmation by the organisation

Organisations should attest the work of applicants in the training strategy of the organisation and support the participant between Eurotrainers 1 and Eurotrainers 2.

### Participants' registration

Please register using this link: <https://crm.etui.org/form/eurotrainers-level-1-27-to-31-ma>

**before 2 April 2024**

In order to be considered as participant to the training **it is compulsory to fill in the questionnaire**. You can fill in the questionnaire in **EN** using this link: <https://forms.gle/1YFtz51QnXyBfXxQ8>

### Payment of registration

A direct monetary contribution (enrolment fees) to ETUI Education activities is required per participant, the cost is 60€ for the entire course program.

Once selected, participants will receive an invitation to pay online.

**Please note that in case of cancellation of participation 5 working days before the beginning of the course, no refund shall be granted (the total amount will be invoiced).**

### Additional information

Should you need any additional information please do not hesitate to contact Sylviane Mathy, [smathy@etui.org](mailto:smathy@etui.org)

Yours sincerely,

Anna Kostetska  
Education officer

Enclosed: Draft programme  
Profile