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## PUBLIC NOTICE

### Erasmus+ Programme

Project: 101091785 — GREENING-IE — ERASMUS-EDU-2022-CB-VET

### SELECTION NOTICE FOR ONE DIDACTIC TUTOR FOR THE IMPLEMENTATION OF THE TRAINING WITHIN THE FRAMEWORK OF WORK PACKAGES 5

**ARCES Association**, Lead Applicant of **GREENING-IE** project (“fosterinG the gREEN culture in industrial engineeriNG VET dIsciplinEs”) co-financed under the **Erasmus+ Programme** (Call 2022 ERASMUS-EDU-2022-CB-VET) is looking for **one Didactic Tutor** to support ARCES structured staff members in the implementation of activities and procedures outlined in:

- **Work Package 5 – “Training”**

#### General Objective

Being a Capacity Building project the main goal of GREENING-IE is to enhance the capacity of VET providers in third countries (Palestine Polytechnic University and Irbid National University) by transferring them knowledge, techniques and methodologies in the field of sustainable production. This goal will be achieved through a tailored training programme that will be implemented in EU Palestine and Jordan.

#### Specific objective

The project aims to provide staff members, teachers and afterward VET students in third countries (Palestine and Jordan) with technical skills needed for managing technologies linked with sustainable design and production. In this way, the traditional VET curricula in third countries will be updated allowing local young students to get marketable skills and enter the labour market, boosting at the same time, the transition from standard TVET to Green-TVET.

#### Activities

Among the most relevant project activities, in the first part of the project partners will carry out an institutional and context analysis, in order to assess the market needs and the potential of the sustainable design and production. After this phase, the Consortium will be involved in the curricula design in collaboration with the local market actors and experts in



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order to match outputs with future market demands. Once the training programme will be developed, EU partners will provide tailored trainings to VET trainers coming from the south Mediterranean countries, whom will be able to transfer the acquired knowledge to their students in their home countries afterward.

### **1. TASKS/RESPONSABILITIES/DUTIES AS REQUIRED BY WP5 – TRAINING**

The selected person should provide support to ARCES staff members as **DIDACTIC TUTOR** with regard to the abovementioned work package and he/she will have to carry out the following activities:

- a) Support the project coordinator (ARCES) and the WP5 leader (Low Carbon Economy Foundation) in the implementation of the training sessions as established by the project Consortium.
- b) Provide extra assistance, guidance, and counselling to participants whenever they need it.
- c) Administrative duties.
- d) Monitoring participants' progress in the various activities.
- e) Participation in project training meetings as didactic tutor supporting the project coordinator and the partners.
- f) Support in the course assessment and result evaluation.
- g) Delivery of final certificates.

### **REQUIREMENTS**

- a) Possession of a Bachelor's degree in Language studies or similar with a minimum grade of 105/110.
- b) Good knowledge of sector' specific software such as the Funding and Tenders Portal, Mobility Tool, Beneficiary Module, etc.
- c) A minimum of 2 years' work experience in international cooperation projects as Mobility Projects Erasmus+.
- d) Experience in project management assistance of EU projects;
- e) Language requirement: good knowledge of Italian and English languages;
- f) Excellent knowledge of main online communication platforms, i.e. Zoom, Google Meet, Microsoft Teams, etc.;



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- g) Good knowledge of the Microsoft Office package, especially Word, Excel and Power Point.
- h) Strong communication, presentation and organizational skills;
- i) Knowledge of Spanish language is considered a plus.

## 2. DURATION

For the profile, the position has a duration of 10 months, starting from the date of signing of the contract.

## 3. PAYMENT:

Total compensation for the duration of the engagement (including VAT and any eventually social, security and welfare costs) will be established depending of the professional experience of the candidate.

**4. TENTATIVE STARTING DATE:** end of February 2024

**5. DUTY STATION:** Palermo, Sicily.

## 6. PRESENTATION OF APPLICATIONS AND SELECTION PROCEDURES

In order to formalise their application, interested candidates are requested to send the following documents:

- Europass CV (original, scanned copy or pdf with digital signature will be accepted) or company profile;
- Copy of a valid identity document.

The abovementioned documents must be sent by email to **all** of the following addresses:

- Mr. Alessandro Pernice (Project Coordinator) – [a.pernice@arces.it](mailto:a.pernice@arces.it)
- Mr. Giancarlo Amato (Financial Coordinator) – [g.amato@arces.it](mailto:g.amato@arces.it)
- Official project address – [greeningieproject@arces.eu](mailto:greeningieproject@arces.eu)

The subject of the e-mail must state the following: **“Selection of ONE DIDACTIC TUTOR FOR WP5 (GREENING-IE Project)”**

## 7. DEADLINE

The **deadline** for submitting applications is the **15<sup>th</sup> of February 2024 at 12:00 pm** (Italy Local time). Only those candidates with a profile deemed of interest and who meet the above-indicated requirements will be invited to interview.



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## **8. TREATMENT OF PERSONAL DATA**

The data that will come into the possession of ARCES, will be processed pursuant to and for the purposes of Legislative Decree 196/2003 and in compliance with article 13 and article 14 of Regulation (EU) no. 2016/679 of the European Parliament and of the Council of 27 April 2016 relating to the protection of individuals with regard to the processing of personal data, as well as to the free movement of such data (general data protection regulation, hereinafter also referred to as "regulation" or "GDPR") and which repeals Directive 95/46 / EC.