




Advanced Training
for Women as
EU Lecturers for the
European Labour Market

Management of European
Continuing Education Projects



EUROPEAN COMMUNITY
European Social Fund

Technical University, Berlin 

 Centre for Co-operation (ZEK)
Continuing Education

Goals of the Advanced Training

'Fit for Europe - Advanced Training for Women as EU Lecturers for the European Labour Market' is a qualifying project for female university graduates with previous experience in adult education who would like to be trained for Europe-wide lectureship. This offer aims to improve opportunities for women to obtain executive jobs with certain projects. Participants will acquire technical knowledge, e.g. in raising EU funds, managing cross-cultural projects, evaluation & marketing, as well as key skills in network building, team leadership, staff development, presentation and directing/moderating. Participants will be encouraged and enabled to develop and carry out their own EU advanced training programmes which includes developing ideas, making applications, managing projects, evaluating and market the results.

Time Schedule

The qualification comprises 12 weekends plus an excursion to Brussels (a total of 312 seminar hours). The individual modules will mostly be held at three weeks' intervals on Thursday and Friday 4pm to 8pm, Saturday and Sunday 9am to 5pm.

We will send you a detailed overview of the module dates and goals on request.

A minimum of fifteen days practical training must be attended – preferably in another European country – between early March and mid-April, either in one stretch of time or possibly broken down into smaller units.

**Our Qualification Includes des the Following
Key Elements:**

- I. Setting up a new business in Europe
- II. Cross-cultural project management
- III. Evaluation
- IV. Practical training
- V. Didactic disseminator training
- VI. Exchange of experience/Integration of knowledge

Included are 12 modules to cover all major aspects of our qualifying project's goals. Apart from the basics of independent lecturing and project work, the participants will acquire substantial knowledge of cross-cultural project management. Evaluation and transfer assurance are the standards of every quality-orientated advanced training. A practical training with due respect to the individual professional orientation of our participants, preferably in other European countries, will convey important practical experiences, at the same time offering an opportunity to try out newly acquired skills and to further develop project ideas on the spot. Our didactic focus aims to support and selectively enhance our participants' already existing theoretical knowledge and educational experience (also through use of videos). Apart from that, it is intended to further develop skills like selecting, instructing, coaching and directing personnel with regard to improving, among other things, cross-cultural communication, team leadership qualities, enforcement strategies etc. A final experience exchange will integrate the findings and experiences with respect to Europe as a study location.

The structure of our modules ensures that we meet our participants' future requirements for advanced EU training projects on all competence levels, from the first idea and application via project management up to final evaluation and actual marketing of the project.

Conditions and Requirements

The initial requirements for applicants involved in advanced training interested in qualification for cross-cultural lectureship and advanced training project management in Europe include a university degree and several years of professional pedagogical experience, respectively. Further required is a fair knowledge of at least one European foreign language as well as a domicile in Berlin.

Over and above that, we expect enthusiastic in-depth studying during the application and realisation stages of our project as well as the development of a project idea before application/documentation, either alone or in co-operation with other participants.

Successful participants will be awarded a certificate of qualification.

Proof of Performance will be:

- a minimum of 80% attendance during the course of our advanced training measure,
- active participation in conformance with our participant-focused approach.

The total attendance fee for all modules will be EUR 1022,58.

Fit for
Europe
APPLICATION
030 / 314 26-451

I am interested in your advanced training.
Please send me more information.

I would like to take part in your project.
Please accept my binding application.

I would be interested to take part in your
project at a later date.

I would like a personal interview.

Sender:

Date, Signature

APPLICATION

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Continuing Education
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