

## practical details

Leonardo da Vinci contact seminar

# Developing Competences for Professionals in VET

Prague (CZ), from November 17<sup>th</sup> – 20<sup>th</sup>, 2010

### WHAT IS A CONTACT SEMINAR?

A contact seminar is a networking event organised by a National Agency. It aims at bringing together people from organisations which share common interests and would like to develop European cooperation projects/partnerships in the field of education and vocational training. It is a great 'partner-finding' opportunity that will also allow you to:

- ❖ receive more information on the Lifelong Learning Programme and the sub-programme you are interested in;
- ❖ receive information on good practice examples and meet people from organisations which have already developed European cooperation projects;
- ❖ get to know suitable partner organisations;
- ❖ take part in workshops where you can draft your future project/partnership;
- ❖ receive advice from NA staff and other experts on how to draft a successful grant application;

### RATIONALE AND OBJECTIVES OF THE SEMINAR

The Centre for International Services/National Agency for European Educational Programmes in the Czech Republic is aiming at creating networking opportunities for institutions wishing to develop LdV Mobility, Partnership and Transfer of Innovation projects on the theme of development of competences for Professionals in Vocational and Education Training.

Seminar is open to teachers and instructors of vocational secondary schools; trainers and tutors of centres for vocational guidance and counselling; coaches and consultants of vocational training organisations and SMEs, as well as to National Agencies' representatives.

Reforms of national system and structures for the training and development of VET professionals tend to focus especially on the VET teachers and their changing roles. However, reforms have paid little attention to the situation, functions, competences, and skills of trainers who facilitate adult learning in private sector. Therefore, the contact seminar in Prague is dealing with shaping close linkage between VET teachers and VET trainers in SMEs. Thus, both VET schools and SMEs can profit from the experiences of their counterparts.

### LOCATION AND TRAVEL INFORMATION

The seminar will take place at conference centre of the Hotel Pyramida, Prague (CZ), from November 17<sup>th</sup> to November 20<sup>th</sup>, 2010. Transfer of participants from the airport to the hotel is guaranteed by the Czech National Agency. The transfer by minibuses will be organized according to time landing.

**Hotel Pyramida:**

<http://www.hotelpyramida.cz/en/>

Hotel location: GPS: Loc: 50°5'7.964"N, 14°22'47.916"E

<http://maps.google.com/maps?f=q&hl=cs&geocode=&q=50%C2%B05%277.964%22N,+14%C2%B022%2747.916%22E&ie=UTF8&z=16&iwloc=addr>

**Prague City Transport:**

<http://www.dpp.cz/en/>

**The personal transit to the airport:**

<http://www.dpp.cz/en/public-transit-to-ruzyne-airport/>

**Ticket Sales:**

<http://www.dpp.cz/en/ticket-sales/>

**Fares in Prague:**

<http://www.dpp.cz/en/fares-in-prague/>

**Transit Schematics:**

<http://www.dpp.cz/en/transport-around%20prague/transit-schematics/>

**WORKING LANGUAGE**

Working language of the seminar will be English.

**CONTACT SEMINAR FEE**

The seminar fee is 490 EURO per participant. It will cover costs of accommodation, meals, documentation and participation in cultural events for duration of the seminar.

Please note that in case of you withdraw within one month of the contact seminar date for reasons other than force majeure, you will be required to pay a cancellation fee of 100 Euro, which cannot be covered from the EU grant.

**HOW TO GET FUNDS?**

To attend a contact seminar, your organisation shall apply for a Preparatory visit grant. For detailed information on grant application form, deadlines and any other requirements applicable at national level, please contact the National Agency in your country.

**WHAT TO PREPARE?**

Participants should bring with them poster and materials about their organisation which will be presented at the European Fair of the contact seminar on Thursday 18<sup>th</sup> November to know each other. Other reference documents to be read in advance of the contact seminar will be indicated by the Czech National Agency later.

**WHO TO CONTACT?**

In case further information or any other practical details are needed, please contact:

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