

## Call for Intercultural Trainers

### ROMACT Programme

**Application deadline: 19 August 2016**

The Council of Europe is looking for expert trainers to provide intercultural training to municipal staff participating in the ROMACT Programme's Capacity Building and Transnational Cooperation component.

The number of trainings will be determined on the basis of successful applications to the [Transnational Cooperation Component](#) (T.C.C.) of the ROMACT programme, module A. Intercultural Trainings. As such, this call will set up a pool of experts to provide training to successful municipalities on a needs-basis for the duration of the programme.

#### 1. Background

The ROMACT Programme is a joint initiative of the Council of Europe and the European Commission to promote the integration of Roma at local level.

This Call falls within the scope of the intercultural training module, which is part of the Transnational Cooperation and Capacity Building Component of the Programme. The overall aim is to assist local authorities in better integrating marginalised people, in particular non-nationals of Roma ethnicity.<sup>1</sup>

Through competitive calls, municipalities apply for staff to receive intercultural training based on local needs. Selected municipalities receive catered intercultural training to address identified needs. The methodology of the intercultural training, curriculum and tools is devised by the ROMACT pedagogical team.

Currently, one round of calls for proposals has concluded and a second, with deadline of 19 September, is underway. Selected applicants will deliver intercultural trainings for successful selected municipalities in the first two rounds of calls for proposals from municipalities as well as any future calls and demands that may arise within the scope of the Programme.<sup>2</sup>

Trainings take place in the selected municipalities in the local language.<sup>3</sup>

Trainers will apply the methodology developed by ROMACT and, wherever possible, adapt it to the needs of the municipality while respecting the overall vision of the Programme.

At the same time, trainers might be required to develop national content of the trainings, in cooperation with the ROMACT pedagogical team, including relevant information about national context and legislation.

Trainers are expected to take part in a 'training of trainers' session on the second week of September, to become familiar with the methodology and curriculum, as well as the requirements for the preparation of the 1-day trainings to take place as of October 2016 the latest.

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<sup>1</sup> Find more information about the ROMACT T.C.C. component at <http://coe-romact.org/article/romact-call-proposals-capacity-building-and-transnational-cooperation-0>

<sup>2</sup> See link above

<sup>3</sup> For this first round, trainings will take place in Germany, Belgium (Flanders) and the United Kingdom.

## 2. Tasks and Role

Under the authority of the Special Representative of the Secretary General of the Council of Europe for Roma Issues and the ROMACT Programme Management Team in Strasbourg, the trainer will perform the following tasks in accordance with the priorities set up by the ROMACT Programme:

- Work closely with municipalities to set up the training programme, including setting a suitable date for the trainer and the municipality;
- Perform an ex-ante assessment of the profile and needs of training participants;
- Adapt the training curriculum on the basis of the identified needs while respecting the obligatory elements as set out by the ROMACT Programme;
- Prepare the local elements of the training, including relevant examples from the field as well as information on local context;
- Conduct a 1-day training in the local language;
- Contribute to the in-process evaluation and feedback of the training and improvement of curriculum as needed;

The profile of the participants in the training could comprise a variety of municipal staff including social workers, police staff, health professionals, education staff and others as well as staff engaged in affiliated organisations and agencies that provide services on behalf of the municipality.

The intercultural trainings will be organised in one day sessions (maximum 6.5 hours) and will include groups of 10 to 20 participants.

## 3. Profile of the applicant

### Essential criteria:

- Native speakers or fluent in at least one of the following languages: Dutch, English, Finnish, French, German, Italian, Norwegian, Portuguese, Spanish, Swedish;
- Good level of English is necessary for all candidates to comply with the ToT and the joint work with the ROMACT Management Team and the Pedagogical Team;
- Experience in working in or with public administrations;
- Demonstrated experience in conducting trainings;

### Desirable criteria:

- Experience working with minorities, migrants or refugees;
- Experience working with Roma communities in countries of origin (Romania, Bulgaria, Slovakia, etc.);

Applicants must be confident that they can deliver the content of this training with some guidance and minimal supervision, including developing the content based on participant's needs and local context. The following is a provisional outline of the training content:

- Information about Roma, including culture, history, living conditions and national / local context, recent migratory history;
- Intercultural communication skills;
- Legal information about rights and entitlements of non-Roma nationals, including EU legislation, European framework and Council of Europe-related recommendations and national legislation regarding access to services for EU and non-EU nationals;

Applicants must also be able to moderate difficult discussions, demonstrating tact and diplomacy.

#### 4. Required availability

Applicants must be available to:

- Attend a 1-day training of trainers (ToT) session during the week of 12-16 September 2016 in Strasbourg;
- Commit to a consultant contract signed with the Council of Europe to be proposed to successful applicants on the basis of the needs of the Programme;
- Be available for periodic training assignments on a needs-basis;

#### 5. Conditions and Application Procedure

Applicants interested in the Call should send the following documents to the Council of Europe Secretariat no later than **19 August 2016**:

- an updated CV in English (2 pages maximum);
- a brief description of at least 3 previous training assignments provided by the expert (preferably intercultural trainings);
- Contact details for two reference persons;

Please send your application in full to [romact@coe.int](mailto:romact@coe.int) specifying in the subject field "Surname, intercultural trainer".

**Deadline for applications is 19 August 2016, Midnight CET.**

#### 6. Selection procedure

The selection will be made by the Council of Europe Secretariat (Support Team of the Special Representative of the Secretary General for Roma Issues). The Council of Europe may require telephone or Skype interviews with pre-selected applicants as well as with provided references.

Successful applicants will be included in a pool of trainers to be engaged to deliver intercultural training for municipalities based on the demands of the programme.

Thus, the aim of the present call is to create a pool of trainers. The ROMACT Programme cannot guarantee the engagement under consultant contracts of selected applicants. Trainings are organised on a demand basis and will depend on applications made by municipalities and where they originate from to match the language and knowledge profile of experts.

Successful applicants will be notified of their selection/inclusion in the ROMACT pool of trainers no later than 1 September 2016.

Please note that only successful candidates will be notified.

The Council of Europe reserves the right to launch another call for experts at any given time to address rising needs.

#### 7. Contractual format and fees for the intercultural trainer

As soon as a training opportunity is available, trainers selected fitting the language criteria will be invited to sign a consultant contract for the delivery of that specific training.

In return for the fulfilment of the tasks and obligations established in the consultant contract, the Council of Europe will pay an agreed fee. This fee will be determined by the Council of Europe on the basis of preparation and delivery of the intercultural training.