

Contest for the selection of e-facilitators' good practices in favour of social inclusion

REGULATION (V110314)

Article 0. Objective

The partners of a European project Leonardo da Vinci **RAISE4e-Inclusion** (*Reinforcing the Attractiveness, Impact and Skills of e-facilitators for e-Inclusion*), aimed at developing and expanding the curriculum e-facilitators, are launching a contest of 'Good practices'.

This contest has aimed at **enhancement of the e-facilitators' professional experience and the promotion of their mobility**, through the sharing of good practice. Those practices are aimed at social and digital inclusion of people affected by their lack of competences in the digital area, identifiable on their workstations. They are promoted throughout Europe: versatility of the professions, multidisciplinary, networking of multimedia centres, etc.

Article 1. Definition and characteristics

- 1.1.** "Good practices" refers to **processes** or **methods** that represent the most effective way to achieve a specific objective. They are practices which have proved their worth and got good results, and which may therefore be recommended as a model.
- 1.2.** The "good practice" can be part of a **formal** training device –providing access to a certification and to recognized qualifications– or of **non-formal** training, i.e. including various structured training activities –courses, seminars, internships, training by practice–, as far as they are based on an educational explicit purpose.
- 1.3.** The "good practice" must apply to **adults** (from 18 years old), whose some basic skills need to be developed, including digital competences: the use of digital tools will help to prevent a situation of socio-economic exclusion or to remedy for an existing situation.
- 1.4.** The "good practice" respects the principles of **proximity, comprehensiveness** and **participation**:
 - **Proximity** – a practice situated near the experiences and needs of every learner, accessible by a large number of people, aims and means being adjusted to the cultural diversities of actors;
 - **Comprehensiveness** – simultaneously general, cultural, vocational, strengthening social and technical skills necessary to exercise the citizens rights and obligations, to ensure sound social integration and adaptations, and find a qualified employment;
 - **Participation** – practice which involves learners and trainers, fostering individual and collective self-learning and self-training.
- 1.5.** The **versatility of the e-facilitators** is therefore a necessary condition for the achievement of such training: the implementation of those three principles implies the mobilization of trainers with skills in design and animation, in needs and context analysis and in engineering of devices.
- 1.6.** Special attention will be paid to the underlying **technological aspects** to this practice and its **innovative and original aspects**. Practice involves e-facilitators and/or multimedia Center (its structure) and must use the digital tool as a lever of social inclusion.

- 1.7. It addresses specific issues experienced by a target group in a given socio-geographical context and may be **transferable** to an other target group in a other context, in particular at European level.

Article 2. Candidates

- 2.1. May be candidates to the selection of good practices the e-facilitators engaged in private or public institutions, foundations, associations, companies, unions, living or working in one of the partner countries of the project RAISE4e-I.
- 2.2. Each e-facilitator can present several documents; only one, however, will be selected by the jury.
- 2.3. The author of the practice is committed to be available for the final workshop (June 26-28, 2014, Bucharest, Romania), or to be replaced by a colleague.

Article 3. Candidature file

- 3.1. The documents should be sent to the partner RAISE4e-I through the dedicated plate-forme LimeSurvey **until April 30, 2014**. They are written in the partner's language.
- 3.2. They must treat the following issues, using the framework proposed by the platform:
 - **Context** of the practice (characteristics of the organisation and its environment)
 - **Purposes** of the practice for the organization and for its beneficiaries
 - **Publics** (profiles, skills, prerequisite...)
 - Conditions and modalities for **recruitment**
 - **Content and methods** adopted
 - **Profile of e-facilitators** (skills, involvement in the practice, roles)
 - Taking account of the three criteria (proximity, comprehensiveness, participation) and argument
 - **Evaluation** of the practice (criteria used by the organization)
 - Examples of **didactical materials** can be produced as annexes.

Article 4. Modalities of organization and decision

- 4.1. Each partner (Spain, France, Italy, Romania and Switzerland) sets up a **Selection Committee** of at least three people, including the national leader of RAISE4e-I (National Referent) and an external expert. The last one is chosen on the basis of skills and experiences in the field of e-inclusion.
- 4.2. The Selection Committee works as jury and selects the **two best practices** transferable and related to e-facilitators for social inclusion, out of all the ones received after the request for proposals.
- 4.3. The Committee's decisions cannot be appealed.

Article 5. Dissemination and valorisation

- 5.1. Two practices by country (Spain, France, Italy, Switzerland, Romania) will be selected. The results will be communicated on **May 15, 2014**. Their authors (ten e-facilitators in total) will be invited to participate in the final workshop to be held in Bucharest (Romania) from June 26 to 28, 2014, where each good practice will be presented.
- 5.2. To promote dissemination and exchange of good practices, the selected best practices will be published in English and in the partners' languages. They will be presented on the Internet of RAISE4e-I and on each partner websites, except for confidential information as requested by the candidates.