

CALL FOR APPLICATIONS

The European Trade Union Institute is looking, for its Education Department, for an **Education Officer** who will be responsible for developing systems that enhance the quality of learning and teaching in a European trade union context. Candidates should be available to take up the post as soon as possible.

Job description

- To provide opportunities for trainers to receive initial and ongoing training at the European level
- To set up and maintain networks among trade union trainers
- To commission and manage the development of ETUI Education training resources
- To facilitate the dissemination of ETUI Education and other training resources
- To promote and participate in projects which encourage innovation in training and learning methodologies

Person specification

Knowledge and experience

- Knowledge of trade unions and industrial relations in Europe
- Experience of trade union training at the European level
- Direct experience as a trainer and experience of working with adult learners
- Experience of training trainers
- Knowledge and understanding of different teaching and learning methodologies, including current developments in computer-mediated distance learning
- Experience of developing, writing and publishing training resources in a European context

Skills

- Training Project management skills
- Good IT skills
- Good design skills
- Good communication skills
- Good interpersonal skills
- Native or near native command of English with good French, or native or near native command of French with good English

The appointment will be for a three-year period in the first instance. The successful candidate is based in Brussels but would be expected to travel frequently. The ETUI-REHS offers attractive conditions with a competitive salary based on professional qualifications and experiences.

Successful applicants will be called for interview. Applications and supporting documents should be sent by 17 May 2008 to:

Georges SCHNELL
Director ETUI-REHS Education
Bd du Roi Albert II 5, bte 7
B-1210 Bruxelles
Tél. : +32.2.224 05 30
Fax: +32.2.2240 5 20
E-mail : gschnell@etui-rehs.org
Website <http://www.etui-rehs.org/education>