

# Call for membership

- to become a member of the TCA E&T Working Group

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## *Background information*

TCA Working Group is a reference group with the mandate to contribute to the improvement of the quality of TCAs by representing the opinion of the TCA officers' Network and by fostering the developments with their considerable experience in TCA management and coordination.

**WG has a consultative role supporting the SALTO E&T Resource Centre in the main professional issues and it is also proactive and active in the actions and developments to be carried out by the RC. The main role of the WG is to make suggestions and take initiatives in order to foster the high quality TCA work.**

According to the Code of operation WG consists of a maximum of 12 permanent members representing different countries of the Erasmus+ Programme. The Working Group takes account of its membership statuses on a yearly basis, at its regular yearly meeting (usually held in May) and launches a call for membership in case of opening up of places.

Presently there are **6 open places** in the Group. This call is aiming at filling the open positions in the WG starting from mid April 2020.

## *Who can apply?*

It is essential that the new member

- should work for an Erasmus+ National Agency as a TCA E&T officer
- has strong professional experience in the field of TCA: experience in hosting, selecting and sending participants to TCA events
- Has a signed support letter from the NA director (detailed below)
- Has a recommendation letter from an active [WG member](#)

## *What are the activities the new member applies for?*

### **As a WG member you**

- will participate at the online and offline meetings of the WG: two face-to-face meetings (May/June, September/October), 2 online meetings per year;
- will contribute to the tasks originating from the WG membership described in the Code of operation.

### **Aims covered by the WG membership:**

- advising on the structure of TCA,
- developing the network of TCA,
- forming a common opinion on TCA issues,



- contributing to the communication among TCA stakeholders,
- cooperation in different subjects on TCA development and implementation,
- tackling specific issues concerning TCA development and implementation,
- contributing to the creation of pre-consensus presenting to the European Commission
- Presenting good practice TCAs on outstanding fields of TCA management in order to support TCA officers.

### *What are the benefits of being a WG member?*

New WG Members will be part of the most prominent international expert group of TCA programme with the power of directly influencing the development and implementation of the TCA work and thus indirectly improving the quality of the Erasmus programme and their own skills in the field on international TCA governance

### *How to apply?*

Applications should be submitted to [tca-wg@tpf.hu](mailto:tca-wg@tpf.hu) email address with the following documents attached the latest by:

**25 March 2020**

- Application form (signed)
- NA director's support letter (signed)
- Recommendation letter from a current member of WG<sup>1</sup>

### *Process of assessment*

Applications will be checked formally by the SALTO E&T, reviewed and assessed by the Working Group.

In case of more applications submitted to one vacancy, assessment is carried out along the following criteria:

- *Personal competences* to ensure the wide variety of competences within the WG
- *Geographic location* to ensure the geographic balance within the WG
- *Sector of education* to ensure the representation of all fields of educational in WG
- *Experience in Youth sector TCA management*

Applicants are expected to be notified upon the above assessment by **mid April**, but they are asked to submit their applications considering the date of the following personal meeting (to be held in Hungary attached to the TCA officers' meeting on **3 June**) in case of their selection.

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<sup>1</sup> Recommendation letter is not expected to be signed, it should be sent in email to [tca-rc@tpf.hu](mailto:tca-rc@tpf.hu) address by the recommending person with the applicant in cc.

*Further information:*

- about the Working Group: [https://salto-et.net/publisher/page/tca\\_et\\_working\\_group](https://salto-et.net/publisher/page/tca_et_working_group)
- about Working Group related materials: [https://salto-et.net/publisher/page/platform\\_documentary](https://salto-et.net/publisher/page/platform_documentary)
- about the application: @Katalin Albrecht Garai, senior coordinator, [tca-wg@tpf.hu](mailto:tca-wg@tpf.hu)