



Rond - Point Robert Schuman 9
1000 Bruxelles - Belgique - UE

This network is co-financed
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CALL FOR PARTICIPATION
To the participation activity of learning

Phase 2

KEY- PEOPLE Project - Key knowledge for Iraqi Women –

EuropeAid Programme
Project's Contracting Authority: European Commission

Support to Civil Society Development in Iraq
Reference: EuropeAid/133-097/C/ACT/IQ

NAME OF COURSE, LOCATION AND SUMMARY OF THE DIDACTIC PROGRAMME

Mediter in cooperation with the Iraqi partners :Ninawa Governorate , (WEO) Women Empowerment Organization, Municipality of Mosul, University of Mosul, Mosul Chamber of Commerce, University of Rome « Tor Vergata , organizes a Training courses in Erbil for the creation of new business (SME) and Non-Profit Organizations (NGO).

LOCATION

Erbil – Kurdistan – Iraq

ANNOUNCEMENT FOR THE SELECTION OF 100 PERSONS to participate at a Training session of on the creation and administration of NGO-s and SME in the area of North Iraq (Ninawa Region) and Kurdistan.

BENEFICIARES

Target group and final beneficiaries

The present proposal addresses men and women that actually live in Kurdistan, especially in Erbil's area and Women that came from areas of the north of Iraq (Municipality of Mosul and Governorate of Ninawa). It is preferred that candidates have an educational qualifications or relevant previous experiences.

Prevalence will be given to unemployed women, managers of Local authorities and little family enterprises producing hand-crafted quality manufacture (which need little capitals, competences and market accessibility to be for competitive).





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The project will involve about 100 persons. The identified beneficiaries will include both women and men assisted in micro-enterprises start-up, and operators trained for animation territorial actions, social and cultural support to the Local authorities

PROFILE OF THE CANDIDATES

Mostly Women (60% with special ref. To war widows) with average education and / or higher or with experience of work

Women and men with a role in AL and / or members of non-governmental organizations (NGO) officials, employees, full-time, with temporary occupation AL or NGOs. People interested in developing their skills in strategic planning, international cooperation, service management, the implementation of social projects and cultural preservation or recovery aimed at activating tourism, interested in sharing the land development and planning, and program management Community -.

OBJECTIVES, TIME, METHODS FOR IMPLEMENTATING THE TRAINING

Objectives

- Capacity building for the creation of a Task Force of women organized in NGO and in SME or enclosed in Local Authorities with the role of officials or governance, experts on management and with strategic skills, able to disseminate knowledge and train other women.
- Creation of 5 NGO and 5 Enterprises

NUMBER OF BENEFICIARIES: 100 participants

PERIOD : April 2015 / November 2015

ADDRESSE OF BUSINESSES PLANNED:

1. Production and distribution of milk - yogurt
2. Production sweets and chocolate
3. Sheep farming (milk - cheese meat)
4. Production of soap, candles
5. Production and distribution of tissues





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STRATEGIC SOCIAL CONTEST AND LIST OF N.G.O. PLANNED

1. Social NGO (management minors and disadvantaged and vulnerable (elderly, poor, homeless etc.) - Center for the defense and protection of women)
2. NGO Food Security: quality certification (ISO)
3. NGO Jobs (management and database for the intersection between demand and supply of labor)
4. NGO Communication and Information (creation of a Press Agency, collection and dissemination of news, realization of interviews, surveys and analysis.
5. NGO culture and tourism: Stewart Training for tourist guides, museum management and enhancement heritage tourism, translation for trade, organizing and managing events and conferences etc.

METHODOLOGY

The training includes an initial generic module for all on the rules for the establishment and management of companies and NGO and then the course will be divided into a number of specific modules for NGOs and for the various types of business envisaged.

The number of hours for each module, the curriculum and the number of hours per week, the list of teachers, will be released before the course

START TRAINING: It is expected to start training activities April 1, 2015

Conditions for participation

- Age: - between 19-45 years of both sexes
- To have the entrepreneurial spirit to start a business small and medium-sized enterprises
- Have an interest and ability to manage social and cultural non-profit organizations
- Living currently in Erbil, especially people from Nineveh
- Intellectual and manual skills in relation to the NGO and Company provided

PROSPECTS UNDER THE PROJECT:

Possibility of connect the civil society organizations with a national and international network, and businesses with markets and European companies

APPLICATION FORM , PLACE FOR REGISTRATION AND SUBMIT THE APPLICATION

All Participants can find the application form in Erbil :

- Office alternative of the province of Nineveh, in Erbil / Waziran St. / 743 N.9/433





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- Seat Women Empowerment Organization in the province of Erbil / Ankawa Marshmuni St. Opposite to Ankawa Petrol Station.

Or on the following websites:

- www.euromediter.eu
- www.weoiraq.org

Place registration and submit the application in ERBIL:

- Office alternative of the province of Nineveh, in Erbil / Waziran St. / 743 N.9/433
- Seat Women Empowerment Organization in the province of Erbil / Ankawa Marshmuni St. Opposite to Ankawa Petrol Station.

For more information, please contact the phone number: 009647504732741 or 009647502578542

Or e-mail: suzan.weo@gmail.com or key.knowledge2015@gmail.com

Period for sending applications From February 15 to March 15, 2015

SELECTION OF CANDIDATES

The evaluation will take into account the level of education, knowledge of foreign languages, computer skills, any working experience

The selection will be made by evaluating the credentials of candidates by a commission. The commission will assess the relative work experience. Additionally, will be assessed any other information relevant to the program that highlights the skills level of the candidate.

The Commission has the option to call the candidates for an interview in order to determine the skills declared by the candidate.

INFORMATION

To obtain a copy of such notice and the application form and further information please contact the following addresses:

Mr. Victor Matteucci matteuccivicto@gmail.com

Ms Suzan Aref suzan.weo@gmail.com

Eng. Saba Hasan sabarhasan2003200@yahoo.com

Dr. Sondos Alrawi alraui@yahoo.co.uk





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Responsible of this procedure is the Led partner of project and all other partners. The Activity of Learning will be organized in Erbil will be at "Women Empowerment Organization" (NGO): address Iraq -Erbil Ankawa Marshmuni St. Opposite to Ankawa Petrol Station.

PRIVACY

The data of which the partnership "Key People" comes into possession as a result of this announcement will be treated according to the Privacy Conditions.

RULES OF SELF-PROTECTION

The LEAD Partner of PROJECT Key People, MEDITER aisbl, reserves to renew the selection or to cancel the procedure if it needs to emerge in the public interest.





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ANNEXE A

APPLICATION FORM

Section I: Personal information

The / undersigned / a

_____ born / yy
 _____ the _____ and resident in
 _____ Street / square
 _____ n. _____; C.F
 _____ tel . _____,

With an address for correspondence are to be sent all communications if different from residence:

Nationality:

Do you have the nationality of another country ?:

If the answer is yes, please indicate the name of the country:

status:

How many children under your care?

Section II: Education

Do you have completed high school? Yes No

Graduation year:

If you are going on in the study, in which year you will graduate?

Do you have completed university or professional school? Yes No

Graduation year:

Name of the College or university

If you are going on in the study, in any year will graduate?

If you have completed other courses ,training or professional courses, please be included it with place and dates ?





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Section III: work and experience

Please mention your current experiences and your previous experiences(if you have):

| The employer | Career Address | Employment Date | working hours per week | Location City |
|--------------|----------------|-----------------|------------------------|---------------|
|--------------|----------------|-----------------|------------------------|---------------|

Section IV: Information about planned projects

New business (SME)

- | | | |
|---|-----|----|
| 1. Production and distribution of milk – yogurt | Yes | No |
| 2. Production sweets and chocolate | Yes | No |
| 3. Sheep farming (milk - cheese meat) | Yes | No |
| 4. Production of soap, candles | Yes | No |
| 5. Production and distribution of tissues | Yes | No |

N.G.O. not profit

- | | | |
|---|-----|----|
| 1. Social NGO (management minors and disadvantaged and vulnerable (elderly, poor, homeless etc.) - Center for the defense and protection of women) | Yes | No |
| 2. NGO Food Security: quality certification (ISO) | Yes | No |
| 3. NGO Jobs (management and database for the intersection between demand and supply of labor) | Yes | No |
| 4. NGO Communication and Information (creation of a Press Agency, collection and dissemination of news, realization of interviews, surveys and analysis. | Yes | No |
| 5. NGO culture and tourism: Stewart Training for tourist guides, museum management and enhancement heritage tourism, translation for trade, organizing and managing events and conferences etc. | Yes | No |





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Project:

1. Is your business ready for the application or is currently just an idea? A brief description of the project idea?
2. Do you have a plan of action?
3. Describe of the project services ?
4. Who are the potential customers in the market for this product. In this field?
5. Who are your competitors in the market?
6. What are your strengths?
7. What are the requirements of the project in order to make it?
8. Please indicate the training that you think you need it:
 - Computer
 - English language
 - project work plan
 - awareness of labor law
 - Marketing Plan shopping
 - networking and communication





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Section V: Declaration e and signature

DEMAND

To participate in the selection process for eligibility in the training course "Expert in social and cultural policies with the aim to join the creation of NGO in northern Iraq and Kurdistan Region of Ninawa

OR:

To participate in the selection process for eligibility in the training course “Training courses for the creation of new business (SME) and Non-Profit Organizations (NGO) in northern Iraq (Region of Ninawa) and Kurdistan.

To this end, in accordance with Articles of the penalties provided for in Article for cases of falsification of documents and false statements therein,

Attach to the AF:

- Curriculum vitae of the participant / drawn, signed and dated;
- front and back photocopy of an identity document valid
- Email address, address of residence master, tel. fixed and / or mobile.

(Signature of student)

It authorizes the processing of personal data collected here exclusively within the project “Key People, Key knowledge for Iraqi Women” and for the purposes of the selection.

(Place) (date)

(Signature of Student)

