

## Expert in modern adult learning methodology Competency Profile

### 0. General position information

Job title	Expert in modern adult learning methodology
Organisation	European Judicial Training Network
Appointment date	As soon as possible
Salary category	5,000 EUR gross negotiable depending on the profile and qualifications <i>(assumed on a full time basis)</i>

### 1. Goal

Goal of the position	<ul style="list-style-type: none"> <li>• Activities: Advising and providing guidance on educational design and evaluation. Contributing and encouraging educational innovation and digital transition at EJTJN.</li> <li>• Framework: The EJTJN Strategic Plan 2021 – 2027, EJTJN judicial training principles and wider learning philosophy, agreements with partners and stakeholders, and EJTJN’s annual work programme.</li> <li>• Results: Implemented and accepted innovations of learning activities aimed at promoting learning outcomes.</li> </ul>
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### 2. Position within the organisation

Position and setting	The Expert in modern adult learning methodology works at EJTJN and is organisationally affiliated with the central unit (direction), responsible to the EJTJN Secretary General, but works across Working Groups, Sub-Working Groups and relevant EJTJN secretariat units, and EJTJN as a whole. Hierarchically, the Expert in modern adult learning methodology reports to the EJTJN Secretary General, the Head of Office, and the Steering Committee of EJTJN.
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### 3. Key result areas

A. Initiating and stimulating educational innovation	<ul style="list-style-type: none"> <li>• Contributing new educational developments and good practices and translating them into visionary plans for innovation and feasible proposals for change;</li> <li>• Continuously developing, implementing and translating the learning philosophy into the existing and new learning activities at EJTJN and, in doing so, assuming a leading role and gaining the support of stakeholders;</li> <li>• Providing a substantial contribution to the training activities developed and implemented by EJTJN Working Groups, Sub-Working Groups and relevant EJTJN secretariat units,</li> <li>• Generating support within the EJTJN and its Members for testing and educational innovations together with the specialised experts;</li> <li>• Maintaining a national and international network in the field of education;</li> <li>• Actively contributing to the profiling of EJTJN as an innovative educational entity at the service of its Members, as well as internationally.</li> </ul>
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B. Promoting expertise	Promoting the expertise of trainers, experts, Activity Coordinators and EJTN secretariat members in the professional field by encouraging training and coaching.
C. Evaluation and monitoring	<ul style="list-style-type: none"> <li>Improving the evaluation of learning activities;</li> <li>Monitoring evaluations (the result) and submitting proposals for improvements;</li> <li>Submitting proposals for ways to measure the learning outcomes.</li> </ul>

<b>4. Scope</b>	
Responsibilities and authorities	Co-responsible for the educational quality of the learning activities and implementation of the learning philosophy. The Expert in modern adult learning methodology is evaluated based on effectiveness and the feasibility of advisory products and sub-products, the degree of implementation and coordination with other focal areas.
Frameworks	EJTN Judicial training principle and wider learning philosophy EJTN annual plan

<b>5. Contacts</b>	
Contacts	<ul style="list-style-type: none"> <li>EJTN Secretary General</li> <li>EJTN Head of Office, Activity Coordinators (course designers) and involved EJTN secretariat members</li> <li>Experts and Trainers</li> <li>Steering Committee</li> <li>Working Groups</li> <li>EJTN Members</li> </ul>
Goal of contacts	<ul style="list-style-type: none"> <li>With the Secretary General, acting as digital learning adviser: to coordinate visionary plans in order to arrive at realistic policy proposals;</li> <li>With the Activity Coordinators and involved EJTN secretariat members: to manage the educational quality and innovation and to promote expertise;</li> <li>With the experts and trainers: to create support and overcome resistance and to promote expertise;</li> <li>With fellow experts inside the network on Members level: to create support and actively link educational design and innovation with content;</li> <li>With the communications officer: to actively coordinate the profiling of EJTN and marketing of the learning philosophy and educational innovation;</li> <li>With the EJTN Working Groups, Sub-Working Groups and involved EJTN secretariat' units: quality-based management;</li> <li>With the Secretary General and the EJTN Steering Committee: to advise on visionary plans, proposals for changes and policy;</li> <li>With members, partners and stakeholders: to create support for educational design, evaluation and innovation.</li> </ul>

## 6. Essential situations and competencies (behaviour, skills and knowledge)

Essential situations	<p>The Expert in modern adult learning methodologies a recognised expert in the field, including expertise in online and distance learning, expresses that expertise with self-assurance and authority and makes every effort to put EJTN on the map as an innovative organisation, so that the best learning outcomes are pursued within EJTN and among professionals of the European judiciaries.</p> <p>Implementing educational innovations within a relatively conservative environment as the judiciary requires not only a good sense of this environment, but also the ability to initiate change in a results-oriented manner within this environment. The acceptance of innovation requires maintaining intensive contact both within and outside of EJTN.</p>
Competencies	<ul style="list-style-type: none"> <li>• Vision</li> <li>• Ability to cope with resistance</li> <li>• Persuasiveness</li> <li>• Organisational sensitivity</li> <li>• Situational awareness</li> <li>• Boldness</li> <li>• Team player</li> <li>• Ability to inspire</li> <li>• Entrepreneurship</li> <li>• Problem-solving capacity</li> <li>• Good analytical skills</li> <li>• Language and technology skills</li> </ul>
Essential skills	<ul style="list-style-type: none"> <li>• Translating visionary plans into a sound educational design;</li> <li>• Focus on initiating change within an environment and among professionals, including instructors;</li> <li>• Networking skills;</li> <li>• Ability to innovate and pioneering spirit.</li> </ul>
Knowledge and experience	<ul style="list-style-type: none"> <li>• Academic level of performance and intellect, degree in the field of Educational Sciences;</li> <li>• Knowledge of the latest educational developments, including the shift towards online and distance learning;</li> <li>• Knowledge of or experience with educational design and evaluation;</li> <li>• Excellent oral and written skills and active knowledge of the English language; knowledge of French is an asset;</li> <li>• Demonstrable affinity with the judiciary/Public Prosecution Service is considered an asset.</li> </ul>

## 7. Background

The European Judicial Training Network is an international not-for-profit association governed by the provisions of Belgian law relating to non-profit making associations, foundations and non-profit making international associations.

This association, gathering the training institutions for the judiciary of all European Union Member States has, as its aim, the promotion of training programmes with a genuine European dimension for the members of the European judiciary.

Within the framework of the creation of a European area of freedom, security and justice, EJTN affirms itself as a major platform where its Members cooperate on the analysis and identification of the training needs of the judiciaries of the Member States, the exchange and dissemination of experience in the field of judicial training and the design of programmes and methods for collaborative training. Additionally, EJTN serves as an arena for the coordination of Members' programmes and activities in matters relating to European law and those which concern initiatives of the EU and the dissemination of knowledge about the legal systems of EU member States.

While dedicated to excellence in European judicial training, EJTN works closely with the European Commission and with nearly 40 EU national judicial bodies, which are Members and Observers of EJTN. The EJTN Secretary General, whenever appropriate, ensures compatibility between the programme of activities of EJTN and the priorities set by the European Union.

EJTN now seeks to **recruit an in-house expert in modern adult learning methodology** which offers a challenging and unique role with a very wide breadth of tasks and responsibilities.

## 8. Application

To apply for this position, please email to [ejtn@ejtn.eu](mailto:ejtn@ejtn.eu) by **Friday 12<sup>th</sup> February 2021** your CV with a motivation letter highlighting your expectations and stating your current notice period and salary expectations.

Furthermore, please add therein a self-written statement, as written below, authorising EJTJN to process your personal data in accordance with [EJTJN's Data Protection and Privacy Statement](#).

We regret that only shortlisted candidates will be contacted.

### **Compliance with EJTJN's Data Protection and Privacy Statement**

Including the following self-written statement, authorising EJTJN to process your personal data, is mandatory and a prerequisite for applying for employment or an internship at EJTJN. Without this statement, your application will not be considered, and your application will be deleted. *"I hereby consent to EJTJN collecting and processing my personal data for the exclusive purposes involved with seeking employment or an internship position. I have reviewed the details of how EJTJN processes, shares, transfers, uses and protects private data as well as my rights from EJTJN's full Data Protection and Privacy Statement."*