

COMPETITION FOR TEACHERS FOR PARTICIPATION IN THE SHORT – TERM JOINT  
STAFF TRAINING EVENT- LTTA-C4 FINANCE (Belgrade, Serbia) as part of the Erasmus+  
DIGI4Teach Project  
(2020-1-HR01-KA202-077771)



## GENERAL PART

The competition is open to all teachers of the economic group of subjects who are familiar with the general and specific objectives of the DIGI4Teach Project as well as the activities that will help achieve those objectives, and who meet the criteria defined by the project application:

- key professional competencies required for the execution of planned tasks and related to the topic of the meeting: Accounting;
- general competencies in the field of education and training with an emphasis on experience in the vocational education and training sector (qualification: economist);
- level of English language proficiency;
- transversal competencies; and
- previous experience working on EU projects with an emphasis on Erasmus+ projects.

Two teachers who meet all the above criteria in accordance with the project application will be selected for mobility.

## TEACHER SELECTION

The teacher selection procedure will be conducted by the Candidate Selection Committee consisting of four members from the ranks of teachers and the professional department:

- 1) Krzysztof Wach, local project coordinator;
- 2) Agnieszka Hajdukiewicz, coordinator of international cooperation;
- 3) Elżbieta Bombińska, lecturer of the economic group of subjects; and
- 4) Stanisława Klima, teacher of the economic group of subjects.

## APPLICATION

The application is to be submitted exclusively via a Google form <https://forms.gle/WKXqg6tiA9fhyerT9> published on the KHZ website (<http://khz-test.uek.krakow.pl>). The deadline for the application will be seven (7) calendar days from the competition announcement date on CUE notice board and KHZ website. Participants applying for LTTA – C4 Finance will be selected according to the criteria defined above.



For the application to be valid, the candidates must do the following.

- 1) Complete the Google form.
- 2) Attach a CV and a cover letter meeting the prescribed criteria in the designated area in the Google form.



The CV should highlight key professional competencies related to the topic/domain of the meeting (familiarity with the topic and teaching experience in the domain), general competencies in the vocational education and training sector, experience working on EU projects with an emphasis on Erasmus+ projects (specify specific projects and responsibilities on them).



The Candidate Selection Committee will check the validity of the applications and all candidates whose applications are complete will be invited for an interview during which their transversal competencies and English language proficiency will be tested. The interview will be conducted by three members of the Candidate Selection Committee, who will confirm in the minutes whether the candidate meets all the above criteria.

The provisional results of candidate selection will be announced on the CUE notice board and KHZ website. Upon their announcement, the complaint period of seven (7) calendar days will begin. Complaints are filed in writing to the Candidate Selection Committee. The final results will be announced upon the expiration of the time limit for complaints on the CUE notice board and KHZ website.

In the event that more than two teachers who meet all the required criteria apply, preference will be given to teachers with more experience in vocational education and training in the subject area. If even in that case more than two teachers meet the above conditions, preference will be given to teachers with better knowledge of English (minutes of interviews with members of the Candidate Selection Committee) and with more experience working on EU projects, especially Erasmus+ projects.

Once the application procedure and the selection of candidates are completed, two teachers will have the right to participate in mobility. If more than two teachers apply for the competition, one teacher will also be selected as a reserve in case one of the higher-ranking teachers withdraws from participating in mobility for justified reasons.

We wish all teachers a lot of success!

