European Commission

European Vocational Skills Week

Training at Work Award 2018

Cooperation between employers and employees

Are you micro, small or medium entrepreneur?
Are employees and their skills important in your company?

If yes, this Award is for you!

Find out more below.

THEME OF THE AWARD

Not only large companies invest in their employees. There are many examples, across Europe, of **micro, small and medium entrepreneurs who value their workers and support their development**. The Training at Work Award wishes to recognize and reward the most active among them.

WHAT ARE WE LOOKING FOR?

We are looking for examples of quality **career-long professional training programmes provided by micro, small and medium enterprises** for their employees.

MAIN AIMS OF THE AWARD

- To give visibility to excellent practices from all over the European Union that foster professional training in micro, small and medium enterprises at various career stages.
- To draw public attention to the topic of learning throughout professional lives and new practices and policies in this area.
- To complement the various Vocational Education and Training awards linked to the Vocational Skills Week by focusing on the learning that takes place beyond initial education to support further skills acquisition for successfully managing career transitions and progression.

Employment, Social Affairs and Inclusion

WHY TO PARTICIPATE?

The winners gain:

- Recognition and honour;
- A Training at Work Award (a piece of art or handicraft);
- An invitation to Third European Vocational Skills Week in Vienna, Austria (8 and 9 November 2018) including travel and accommodation (for the entrepreneur (manager) and one of the employees who took part in the training programme);
- International visibility in European Commission social media channels and European Vocational Skills Week website;
- Presentation of the initiative on relevant European platforms (e.g. EPALE).

WHO CAN PARTICIPATE?

Micro, small or medium companies[1], which provide up-skilling and/or re-skilling opportunities for their employees.

Applicant must be active in at least one of EU Member States or EU candidate countries or EFTA countries.

WHAT WILL BE ASSESSED?

Micro, small or medium companies, which would like to apply for the Award are asked to fill in a **submission form** where they can present development opportunities they offer to the employees (further referred to as *training programme*).

Eligibility criteria:

1. The training programme must relate to re-skilling or up-skilling employees of micro, small or medium sized companies (people who have finished their initial education and entered the labour market and work in the company based on a contract [unless they are family members]).
2. The training programme must aim at employees of the company that applies for the Award.
3. The training programme must be part of a human resources strategy/plan of the company.[2]
4. The training programme should ideally be ongoing for at least one year (at least 365 days before submitting the application).
5. The training programme must not have already been rewarded by another European Prize.
6. The training programme must aim at adult employees (at least 75 % of the programme participants must be over 25 years old).

Selection criteria:

1. Internal coherence of the training programme in promoting career-long professional learning.
2. Achievements of the training programme for the workers and company.
3. Potential of the training programme to be replicated elsewhere.
4. Sustainability of the training programme.

SELECTION PROCEDURE

Step 1: Jury

The Jury will conduct its selection of all the applicants according to the rule presented above and will select two applicants (by mid September).

Step 2: Public voting

The public (through on-line voting) from the two applicants will be able to choose their favourite (October).

[1] **micro company**: company employing from 2 to 9 employees; **small company**: company employing from 10 to 49 employees; **medium company**: company employing from 50 to 250 employees

[2] The strategy/plan does not have to be a written (official) document, however it is important that the training programme is not one time initiative (e.g. one day training regarding health and safety regulations). It should be integrated in the general development strategy/plan of the company.

Step 3: Award Nominees Celebration

On 8 November 2018 in Vienna during an evening Award Nominees Celebration the two applicants will have the chance to present themselves to the European stakeholders.

Step 4: Announcing the winner

On 9 November 2018 in Vienna Ms. Marianne Thyssen the Commissioner for Employment, Social Affairs, Skills and Labour Mobility will announce the winner (combined votes of the Jury and the on-line voting by general public).

HOW TO PARTICIPATE?

Please send your submission by using this **form**.

Deadline: **Monday 20th of August 2018 (23:00 CET)**

CONTACT

Should you have any questions please contact though this functional mailbox EMPL-E3-TRAINING-AT-WORK@ec.europa.eu.