



Norway
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PP
No...../.....

P1
No...../.....

Name of PP: **Vaslui County School Inspectorate**
Name of P1: **Galati County School Inspectorate**
Project code: **PN2018**
Financing contract number and date : **1/30.10.2020/N**
Project implementation period : **30.10.2020-30.04.2023**

1.PROMOTER-VASLUI COUNTY SCHOOL INSPECTORATE

No. crt.	Operation	Surname and Name	Position in the project team/PP	Signature
1.	Elaboration	Flueraş Gheorghe	Assistant project manager	
2.	Checking	Nicoară Mihaela	Project Finance Officer	
3.	Approval	Mihnevici Landiana	Project Manager	

2.PARTNER-GALATI COUNTY SCHOOL INSPECTORATE

No. crt.	Operation	Surname and Name	Position in the project team/P1	Signature
1.	Checking	Ghetau Florin	Assistant County Project Coordinator	
3.	Notify	Chirac Maria Alis	County Project Officer	



INSPECTORATUL
ȘCOLAR JUDEȚEAN VASLUI

Recruitment and selection procedure of the target group-teachers

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Cap.I.General provisions

I.1. This methodology has been developed for the recruitment and selection of the target group-parents, according to Activity 6-Implementation of training programs for parents, within the project PN2018 - "**A school for all and for everyone**", carried out by the Vaslui County School Inspectorate as Promoter and the Galati County School Inspectorate, during the period 30.10.2020-30.04.2023.

I.2. In order to achieve the general objective of the project, another target group is the teachers of the pupils in the target group of the 5 pilot schools (80 teachers, 40 from each partner county) who will participate in 2 professional training courses ("Inclusive education, "Outdoor education").

I.3. The training course is structured as follows:

-2 training courses/judges, as follows: 25 participants/course/judge on "Inclusive education" and 15 participants/course/judge on "Outdoor education".

Cap.II. Pilot schools and target group-teachers

II.1.Pilot schools

The pilot schools selected at the drafting stage, based on a rigorous needs analysis, are:

- In Vaslui county
 1. "Dimitrie Cantemir" Secondary School Vaslui;
 2. "M. C. Epureanu" Secondary School Bârlad;
 3. "Ion Murgeanu" Secondary School Zorleni village, Zorleni commune;
- In Galati county
 - 1.Secondary school no. 16 Galati;
 2. Secondary School, village Ungureni, commune Munteni.

II.2. The target group-teachers has the following structure:

-80 teachers of pupils in the target group from the 5 pilot schools mentioned in Article II.1 of this procedure (40 from each county):

- Vaslui county
 - 25 teachers participating in the course "Inclusive Education";
 - 15 teachers participating in the "Outdoor education" course;
- Galati county
 - 25 teachers participating in the course "Inclusive Education";
 - 15 teachers participating in the "Outdoor education" course;

II.3. Selection procedure. The target group will be recruited and selected from the 5 pilot schools according to the list in Article II.1 and the structure of the target group-teachers described in Article II.2 of this procedure.

Cap.III. Organisation and conduct of the target group selection process

III.1. Selection is carried out by evaluation and selection committees appointed by decision of the project manager, one in each pilot school.

The selection is carried out in each pilot school by a committee appointed by decision of the project manager for PP and the county project coordinator for P1. The commission will have the following composition:



- President/local project coordinator/director;
- Members: 3 teachers in local project teams;
- Secretary : 1 member of the local project team;
- Evaluator : assistant project manager for PP and assistant county project coordinator for P1.

III.2. The main tasks of the evaluation and selection committee are:

- evaluation of participants;
- drawing up the evaluation and selection report;
- centralisation of evaluation results;
- displaying selection results;
- publication of the list of final results;
- the preparation of the selection activity report.

Persons involved in the evaluation of applications for selection will respect the following rules:

- perform their duties honestly, fairly, in good faith and responsibly;
- will evaluate on the basis of established criteria;
- will make impartial assessments;
- will be objective in the evaluation;
- will maintain confidentiality throughout the evaluation;
- will ensure the transparency of selection decisions;
- will respect established procedures and deadlines.

III.3. Selection criteria

The selection of teachers from the target group will be made in compliance with the principle of equal opportunities and non-discrimination and will be carried out without conditionalities, distinctions, exclusions, preferences, restrictions based on race, nationality, ethnicity, language, religion, beliefs, special needs and other criteria that may lead to acts of direct or indirect discrimination, taking into account the priorities and indicators specified in the project, as well as the numerical distribution within the target group.

III.3.1. Administrative criteria

The administrative criteria are:

- completion of the application documents (annexes to this procedure);
- complying with the deadline for submitting the application file.

Teachers wishing to be part of the target group will complete the application documents and submit the file according to the specifications of this procedure and the selection timetable.

III.3.2. Eligibility criteria

The eligibility criteria are:

- citizen domiciled or legally residing in Romania, Vaslui county/ Galati county;
- teacher in the school year 2020-2021 in one of the 5 pilot schools mentioned in chap. II, art. II.1 of this procedure;
- membership of the target group and its priorities, without exclusion based on age, gender, residence background;



- compliance with the principle of avoiding double funding (participation in similar/identical training programmes through other types of projects in the last 12 months).

III.3.3. Relevance criteria

The following aspects will be noted: inclusion in the target group - 20 points; willingness to participate expressed by application (attached to this procedure) - 30 points; needs and motivation - 20 points; belonging to the priority category of the target group (teachers working with pupils from vulnerable groups) - 30 points.

The evaluation grid for the application forms is annexed to this procedure.

Note. If more than one application meets the eligibility criteria for selection, the 'first come, first served' principle will apply, depending on the date and time of receipt of the application file.

III.4. Selection stages

III.4.1. Registration and submission of applications is done by filling in the documents provided by the pilot schools and submitting them to the local project coordinator or a member of the local project team designated in the absence of the local coordinator:

-Application;

-Registration form.

III.4.2. Applications must be submitted from 01.06.2021. The deadline for submission of applications is 11.06.2021.

III.4.3. The evaluation of applications will take place from 12.06.2021 to 15.06.2021.

III.4.4. Selection results will be posted on the Promoter and Partner 1 website and on the website of each pilot school by **17.06.2021 at the latest.**

III.4.5. Submission of the learner file

In order to participate in the courses, the persons selected will submit an application form containing:

- Registration form;
- Evaluation sheet;
- Copy of the original of the ID card;
- Personal data processing declaration completed and signed by the learner;
- Declaration of commitment to participate in courses;
- Double funding avoidance declaration.

III.4.6. Failure to comply with the content of the file and the deadline for submission will result in exclusion from the target group and replacement by other parents participating in the selection in the order of the scores obtained in the evaluation of the application file.

Cap. IV. Final provisions

IV.1. Within 5 working days of the completion of the evaluation, the selection committee will draw up a report on the selection of participants for the training courses. The report must include:

- date and place of the evaluation session;
- composition of the committee;
- brief description of the evaluation process;
- list of final evaluation results.



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IV.2. The application forms (in electronic and paper format) and the trainees' files, accompanied by all the evaluation documents drawn up by the selection committee signed by all the members, the committee's report accompanied by the final lists are part of the project documentation and will be managed according to the decision of the project management team and archived according to the legal provisions.



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