ITP: 288
The role of Labour Market Policy in Poverty Alleviation


Closing date for applications: Dec 1, 2013
Welcome

This International Training Programme is specially designed for persons qualified to participate in reform processes and holds a position in home organisation with mandate to run processes of change. It offers support to strengthen, adapt and maintain capacity over time in order for the participants organisation to define and achieve goals in both the short and long term. Participants will take part of the latest development in the labour market area supervised by skilled Swedish colleagues and experts, develop a network of colleagues from other countries and enhance knowledge in new working methods. The methodology used is based on the assumption that the participants’ organisation wish to carry out changes and are willing to invest own resources to achieve these changes.

Arbetsförmedlingen – The Swedish Public Employment Service offers, as part of its development cooperation, the International Training Programme “The Role of Labour Market Policy in Poverty Alleviation” which is of strategic importance to the social and economic development in the participants’ countries.

In order to reduce the ravages of poverty countries must find ways to provide decent and productive jobs for those affected. In this connection labour market policy has a key role to play by giving policy makers and stakeholders the means they need to leverage necessary policies and efforts. Promoting institutional development and capacity building are instrumental for improving the functioning of the labour market, to mobilise the resources of the poor and to counteract discrimination in society. Swedish labour market policy is known internationally for its dynamic development and functions as an example for many countries in Europe and internationally. As the government agency responsible for implementing the Swedish labour market policy, Arbetsförmedlingen, is well acquainted with challenges and best practice solutions in the labour market and has extensive experience from developing and managing capacity building projects internationally.

Trusting that this training programme will contribute to the development of the labour market in your country we hereby invite your institution to nominate qualified candidates for participation in the programme. In this brochure you will find information on the specific objectives for this particular programme, its content and structure, how and when to apply as well as an application form.

Sida and Arbetsförmedlingen – the Swedish Public Employment Service hereby invites you to nominate candidates.

Lena Ingelstam Angeles Bermudez-Svankvist
DIRECTOR
Sida

Angeles Bermudez-Svankvist
DIRECTOR GENERAL
Arbetsförmedlingen
Programme objectives

The training programme aims to strengthen the capacity of decision makers and other stakeholders from Southern and Eastern Africa and South East Asia in the field of labour market policy and exchange experience within the area of labour market policy between countries and regions as well as create network between key persons. The programme has a specific focus on young people’s possibilities to access education and employment and to provide the participant with:

• a general understanding of the role of active labour market policy in promoting social and economic development in interaction with other policy areas
• knowledge of various labour market policy tools and their effects and practices internationally and in the participants’ home countries
• the ability to identify and analyse challenges and problems in the labour market sector in their home, countries, and to suggest corrective measures
• the ability to identify and analyse the role of the participants’ home organisations and how they can, contribute to improve the functioning of the labour market domestically

The programme will provide the participants with knowledge on the importance of active labour market policies and its role in economic growth, private sector development and poverty alleviation. It will also provide the participants with sufficient competence and capacity to initiate and manage sustainable reform processes. The programme concerns and covers areas important for improving the functioning of the labour market such as:

• Labour Market Policy in an International Perspective – fundamentals of labour market policy development in Sweden and internationally;
• Institutional Development and Strengthening of the Institutional Capacity – modern methods and tools for organisational analysis and planning;
• The Role and Importance of the Social Dialogue – principles and practice of social dialogue in the labour market in Sweden and internationally;
• An Efficient Employment Services roles, objectives, core services and legal framework for executing labour market policy;
• Labour Market Information and Analysis, models for analysis and forecasting and standardized labour market information;
• Active Labour Market Programmes – role and implementation of ALMP in achieving sustainable employment;
• Skills development, measures and labour market programmes for youth

BENEFITS

› Knowledge and enhanced capacity in labour market policies and its role in economic growth, private sector development and poverty alleviation.
› To initiate and manage sustainable reform processes in the labour market
› Capacity and knowledge to plan and implement project of change

• the ability to initiate, organise and implement sustainable project based development processes, based on international and regional experiences acquired from the programme, and
• an established network for exchanging experiences and support between colleagues at home as well as with the other participating countries in the region

Contents

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• Performance Management and Human Resource Development methods and tools of modern human resource development.

An important component of the programme will be the participants’ own development project for change and the management methods necessary to support their successful implementation.

PROJECT FOR CHANGE

Before applying to the programme, each applicant should identify a relevant issue, problem or challenge related to labour market. It is essential that the project for change will be defined, approved and actively supported in the participant’s home organisation prior to starting in the training programme. It is also important that the selected project for change is in line with existing reform processes or will initiate a new reform process. Participant’s project for change will be in focus throughout the whole training programme.

A description of 1–2 pages of the individual project should be submitted together with the application form and include:
1) background and rationale of the project
2) role of the own organisation in the labour market
3) general objectives and the purpose of the project
4) specific objectives of the project,
5) draft work plan including specific activities and a time plan
6) name, e-mail and mobile phone nr
Programme structure

The training programme consists of five phases.

Phase 1, Preparation phase (December 2013 to April 2014)
Initial contacts will be established between the participants and the project mentors with regards to the project for change presented in the application.

Phase 2, Scheduled training in Stockholm, Sweden (May 5 – May 30, 2014)
The training session includes lectures and workshops, practical assignments and group work, exchange of experiences, study visits to relevant authorities and institutions as well as elaboration of the projects for change.

Phase 3, Intermediate period for project work (June 2014 – December 2014)
The participants disseminate the acquired information from the training in Sweden, initiate work on their projects for change and prepare individual reports for presentation during phase 4.

Phase 4, Follow up seminar in Africa or Asia (December 1 – December 5, 2014)
A one week follow up seminar will be held in Africa or Asia, which will focus on presentation and discussions on the progress, outcomes and experiences of the projects for change, as well as contain lectures and workshops on regional labour market challenges and solutions.

Phase 5, Completion period (December 2014 – June 2015)
Participants continue to work on projects for change in close communication with their mentors and prepare final reports. Final reports will be submitted and, upon acceptance of the final reports, diplomas awarded.

DATE AND PLACE
The first training phase (Phase 2 of the programme) will take place in Stockholm, Sweden from May 5 – May 30, 2014.
The second training phase (Phase 4 of the programme) will be held in Africa or Asia during the week of December 1 – 5, 2014.

TEACHING
Teaching will be highly interactive and require strong participation from all parties involved. Traditional lectures will be mixed with workshops, study visits and group discussions where participants are expected to take an active role and where opportunities will be given to share best practices. Each participant will be assigned with a mentor who will support in working with the projects for change.

The number of participants is limited in order to ensure a close working relationship between participants, lecturers and mentors.

MANAGEMENT AND STAFF
Arbetsförmedlingen, the Swedish Public Employment Service has been mandated by Sida to organise and execute the programme. All international and Swedish teachers and mentors have extensive experience within their respective expert areas.

**TIMETABLE**

WHERE:
The training course in Sweden will be held in Stockholm. The Regional follow-up seminar, one week, will be held in one of the participating countries.

WHEN:
The training in Sweden will take place May 5 – 30, 2014.
The regional follow-up seminar will be held in December 1 – 5, 2014.

DURATION:
The total duration of the programme is 18 months (phase 1–5), out of which approximately 5 weeks are scheduled sessions.
**Admission requirements**

**INVITED COUNTRIES**
Primarily the following countries are invited: Kenya, Mozambique, South Africa, Tanzania, Cambodia, Laos and Vietnam.

**TARGET GROUP**
The programme is targeting relevant decision makers in middle and top management positions within ministries and authorities responsible for labour market issues with a university degree as well as representatives from employers, trade unions and other stakeholders in invited countries. Participants must be qualified to participate in reform processes within the labour market sector and hold a managerial position in their own organisations. Participants must be officially nominated by their own organisations and, in some cases, by authorities. Nominating organisations and the selected candidates must accept their commitment to participate in all phases of the programme. Family members are not allowed to accompany participants to the programme.

**LANGUAGE REQUIREMENTS**
The training programme will be organised and conducted in English. Participants are expected to make both oral and written presentations. Candidates from countries where English is not an official language should do a language test with an official body in the home country. Proficiency in English shall be certified on the Application form.

**HEALTH REQUIREMENTS**
Good health and full working capacity is conditioned due to packed programme and international travel. It is therefore recommended that candidates undergo a medical examination before filling in the Medical Statement in the Application form.

**visa**
Participants are responsible for obtaining all visas necessary for their journey and stay during the training programme. The visa should be valid for the whole period in Sweden and the passport should be valid for three months longer than the entry visa.

**insurance**
All participants are covered by a group insurance while in Sweden and on organised tours during the programme including the regional follow up. This insurance includes costs for medical care in the event of acute illness or accident. Medical and dental check-ups are not included. This insurance does not cover delays, loss of baggage or theft of personal property.

**COSTS**
The Swedish International Development Cooperation Agency (Sida) will cover all costs such as tuition fee, board and lodging (single room incl breakfast and meals), flight ticket from/to the international airport in home country to Sweden and follow-up seminar, some activities and local transportation within the programme. Participants must pay for all visa fees, personal expenses and travel to/from the international airport in the home country. Per Diem is not included in the programme. The organiser or Sida will not finance the participants change project.

**APPLICATION PROCESS**
Application should be written on the special form attached and include a recent photograph and required information and documents.

When necessary, the application should be approved by the official nominating authority in the candidate’s country.

Application in original with required signatures and attachments should be submitted to the nearest Swedish Embassy/Consulate. If there is no appropriate Swedish Embassy/Consulate in your country, the application should be submitted directly to Program Secretariat.

Applications submitted after closing date will not be considered.

Closing date for applications:
> December 1, 2013

**SELECTION PROCESS**
Preliminary selected candidates will be notified by e-mail not later than February 15, 2014. Once selected, the candidate must confirm participation. A letter of Acceptance will be sent out to your organisation. Selected candidates and home organisation shall be aware of the commitment to participate in all phases of the programme.

All information will be sent by e-mail where access to an e-mail address is vital.
The Swedish International Development Cooperation Agency (Sida) offers, as part of its bilateral development assistance, capacity development activities in areas of strategic importance to the social, environmental and economic development in the participating countries. The purpose of the Advanced International Training Programmes is to provide resources and develop knowledge, skills and expertise to organisations with strong legitimacy in relation to target groups, democracy practices etc. in areas given priority in Swedish development cooperation, are based on identified priorities and needs and in which Swedish expertise is in demand.

**ORGANIZER & PARTNERS**

Swedish Public Employment Service
International Affairs, Development Cooperation Unit
SE-113 99 Stockholm, Sweden
www.arbetsformedlingen.se
internationella@arbetsformedlingen.se
Fax +46 8 508 801 75

Ms Alessandra Cornale
Telephone: +46 10 486 20 47
alessandra.cornale@arbetsformedlingen.se

Ms Kerstin Engstrand
Telephone: +46 10 487 64 25
kerstin.engstrand@arbetsformedlingen.se

SIPU International AB has been mandated by the Swedish Public Employment Service to organise the module of mentorship and all administrative work around the programme. The staff is being drawn from in-house experts as well as from the private sector. SIPU was established in 1979 as a Government agency providing training and consultancy services to the Swedish civil service, on central and local government levels. Since May 2007 SIPU International is a member of the FCG Group. SIPU International is Scandinavia’s leading consultancy and training organisation specialise in public sector development and government reform in developing and transitional countries. Several ITP programmes have been organised during the past 8 years. SIPU is also the provider of professional courses towards Swedish Civil Servants focused on improving and sustaining an efficient public administration.

SIPU International AB
www.sipuinternational.se