



**Are you a civil servant in the Middle East and Northern Africa (MENA) region, or do you work for a semi-public or non-governmental organisation in that region? If so, please register for a professional development training course on**

**Social Affairs and Employment**

### Who is the course for?

We invite professionals<sup>1</sup> who are ambitious about professionalising their public services in social affairs and employment to register for this training course. This is a unique opportunity to share your knowledge and skills with other participants and be inspired by colleagues abroad.

This training course is for civil servants, employees of semi-public or non-governmental organisations in the target countries of Algeria, Egypt, Iraq, Jordan, Lebanon, Libya, Mauritania, Morocco, Oman, Palestinian Territories and Tunisia.



To register, you must have between 5 to 10 years of relevant work experience in social affairs and employment. Since this is a once in a lifetime experience, you can only participate in a Shiraka training once, and only if you have not previously participated in another Shiraka training programme.

We value diversity among our participants and therefore we encourage women to take part.

<sup>1</sup> Civil servants are the main target group. However, a limited number of places are available for participants from semi-public and non-governmental organisations. We welcome participants from organisations that are closely linked with public actors in the relevant field, play a direct or active role in the value chain, or are directly affected by policy development and therefore have a good reason to be involved.

This training programme is part of the 'Shiraka' training programme, an initiative of the Ministry of Foreign Affairs. Shiraka aims to strengthen and improve bilateral relations between the Netherlands and the MENA region in the public sector and offers an opportunity to improve public services through mutual inspiration. For more information on the Shiraka Training Programme please watch this [video](#).

## Training course goals

The Shiraka Training Programme on Social Affairs and Employment will help you:

- Increase your knowledge of theories and concepts related to the different aspects of policy in the field of social affairs and employment;
- Improve your practical skills, such as change management and project management, working in teams, dealing with cultural differences, negotiation and presentation skills;
- Increase your knowledge of the Dutch practice and the practice in the MENA region in the field of social affairs and employment policy;
- Share your knowledge and skills in your home country;
- Develop a valuable network of peers in your region, country and in the Netherlands;
- Strengthen your connections with the Netherlands and stakeholders in the Dutch social affairs and employment sector.

## Training course topics

The training course covers the following topics:

- Social affairs and employment in a social-economic context;
- Employment for youth, women and persons with disabilities;
- Employment and the informal sector;
- Multi-level governance of social affairs and employment;
- The role of local actors in social affairs and employment;
- Developing an action plan with SMART objectives and actions.

## Training course details

- Since all the sessions are in English, we recommend an intermediate level of English.
- Live interpretation during meetings and sessions into Arabic and/or French is available.
- We can offer the training course to 25 people. We will allocate these places to the participating countries based on the quality of the applications.
- The entire training course will last for 2 weeks (10 working days). We expect you to attend all sessions.
- Study visits and social activities are part of the training course.
- You will receive a certificate of participation upon completing the course.

### Training course itinerary

The training course will be in 2 parts, and held at 2 locations:

	Dates	City	Country
<b>Part 1</b>	9-13 February 2025	Amman	Jordan
<b>Part 2</b>	16-20 June 2025	The Hague	The Netherlands

Part of the course may take the form of blended learning (partly online, partly offline).

If international health and travel restrictions make it impossible to hold a training session in the Netherlands, an alternative will be offered. This may be an online training. If the training is held online, we expect participants to have good computer skills, access to an adequate computer with a recent operating system and a good internet connection (participants must be able to use Zoom, Word, PowerPoint etc.).

### For all participants



- You must organise and pay for your journey to the international airport in your home country.

### Costs for participants from countries on the [OECD-DAC list](#)



- The Dutch government will cover all relevant costs. This includes international travel, accommodation, meals during training days, visa and insurance and tuition fees.
- If you travel from an international airport outside your home country, you will need to cover local travel costs yourself. You will receive compensation for the international leg of your journey.

### Costs for participants from countries not on the [OECD-DAC list](#)



- You must organise and pay for your own international travel and visa.
- The Dutch government will cover the cost of accommodation, insurance and tuition fees.

### No-show or cancellation costs



- If you cannot attend or cancel your participation within 4 weeks prior to the training course, the organisation has the right to claim all the associated costs from your employer.

## How to apply

- The closing date for registration is Sunday, 10 November 2024 (23:59 CET).
- Visit our [Shiraka training courses overview](#) and select the course of your choice by clicking on 'apply'.
- [Log in](#) or create an account using the '[register](#)' button.

### More information

[IO@rvo.nl](mailto:IO@rvo.nl) (for questions concerning your application and the database)

[shiraka.sae@thehagueacademy.com](mailto:shiraka.sae@thehagueacademy.com) (for questions concerning the course)

The Shiraka Training Programme is an initiative of the Ministry of Foreign Affairs of the Kingdom of the Netherlands. The Department for International Entrepreneurship of the Netherlands Enterprise Agency implements the Shiraka Training Programme. The Social Affairs and Employment professional development course will be organised by **The Hague Academy for Local Governance**.

Ministry of Foreign Affairs  
Rijnstraat 8  
P.O. Box 20061 | 2500 EB  
The Hague, the Netherlands