A CALL FOR EDITORIAL BOARD MEMBERS

The European Training Foundation (ETF) is seeking to establish a new international Editorial Board for the next three years.

The ETF and its editorial board
The ETF is a specialised agency of the European Union based in Turin, Italy. It works with transition and developing countries to apply human capital development strategies to socio-economic development. The ETF’s editorial board plays a supportive and nurturing role to ETF experts in developing publications and other communication products. The board helps them become better writers and communicators, supporting them in writing publications and developing other communication tools. Through this approach, editorial board members become mentors to the experts and work collaboratively to produce high quality communication products.

Who we are looking for
Are you an academic, researcher, expert, policy maker or practitioner in the field of education, training, entrepreneurship, skills or employment? Do you have a track record as an author and communicator? Are you passionate about good writing and communication? Do you enjoy interacting with experts in your field and nurturing them in writing and communicating? Are you interested in being closely involved in the work of an EU specialist agency helping countries develop through learning?

What we are offering
As a member of the ETF Editorial Board, you will work with an international editorial team as part of a professional community dedicated to improving ETF publications and other expertise communication tools. You will acquire in-depth knowledge on the latest innovations in education, training and labour market issues in transition and developing economies. You will meet and work with other experts in a similar field and may have opportunities to contribute to ETF work. You will have the opportunity to travel at our expense to the ETF head office in Turin and perhaps to some of our partner countries, including attending ETF conferences.

What we will ask you to do
As an ETF editorial board member, you will be asked to:

- Review 5-6 manuscripts/concept notes per year;
- Suggest potential themes for ETF publications and other communication products;
- Support ETF authors in developing and writing publications and other communication products;
- Attend at least one plenary meeting of the board per year to discuss ETF editorial and publication policy and plans (expenses covered by the ETF).
Our activities

The ETF recruits and deploys experts from multiple disciplines to handle complex and multidimensional topics in a team environment, in order to create new knowledge, insight and solutions. It is the EU’s centre of expertise on vocational education and training reform in the context of the EU’s external relations programmes. It provides the EU with a focus for international debate on human capital development, a point of reference for the wider community and is at the centre of a group of renowned organisations, individuals and networks with related interests.

The ETF provides advice and assistance on the modernisation of human capital development policies to the European Commission and partner countries that receive support from the EU’s external assistance programmes. These programmes help developing and emerging economies achieve sustainable economic and social development through greater integration into the world economy and the reduction of poverty.

The overall objectives of the ETF’s work are to:

- Support the European Commission in the deployment of external assistance in the area of human capital development; and
- Support the continuing evolution of transition and developing country capacities in human capital development.

The ETF contributes to the lifelong improvement of each individual’s skills and competences by:

- Increasing participation in education and training in a lifelong learning perspective to enhance the adaptability of workers;
- Designing, introducing and implementing reforms in education and training systems to develop employability and labour market relevance;
- Using vocational education and training to facilitate adaptation to industrial change;
- Improving initial and continuing vocational training to facilitate vocational integration and re-integration into the labour market;
- Facilitating access to vocational training;
- Encouraging mobility of instructors and young people;
- Stimulating co-operation between enterprises and educational establishments;
- Developing exchanges of information and experience on issues common to the training systems of member states.

Our publications and products

The ETF produces some 40 thematic reports and country analyses each year. It also organises some 20 regional and corporate events, and is increasingly moving towards audiovisual and digital communication platforms to communicate content. It has made use of an editorial board with internal and external members from across the world to advise on and review its expertise publications and communication products. The board also includes representatives from other EU specialist agencies working in related fields, i.e. Cedefop (www.cedefop.europa.eu) and Eurofound (www.eurofound.europa.eu) and has the task of ensuring the quality, consistency and accuracy of ETF publications and communication tools.

To review manuscripts and concept notes, members will be identified according to their availability and expertise. They will be asked to provide comments and constructive criticism on ETF publication plans and draft manuscripts as well as ideas for other communication tools. Members are also invited to attend a plenary meeting each year to discuss and debate the ETF’s overall publication policy. Furthermore, in certain circumstances members may also be asked to collaborate closely with ETF authors in an advisory role in the preparation of specific publications or products.
In the context of transition and developing countries, the ETF works on areas such as policy analysis and progress monitoring; qualifications and qualifications systems; skills and VET governance; VET provision and quality; employment, employability and mobility and entrepreneurial learning and enterprise skills.

These themes match EU priorities and cover areas where the ETF can add value.

**Applying for ETF editorial board membership**

If you would like to join the ETF Editorial Board, please send a cover letter and a copy of your CV electronically to editorial.board@etf.europa.eu by 16 March 2018 demonstrating your experience in the field.

Candidates must be able to demonstrate that they:

1. Have a relevant academic degree;
2. Have a good command of oral and written English.

CVs will be screened against the following criteria and will be selected accordingly by a board nominated by the ETF:

1. A recognised publication record (please highlight a maximum of ten publications in the ETF’s field of work in the CV);
2. A proven understanding of international policy and academic debates in one or more of the fields covered by the ETF in the context of transition and developing countries (see above);
3. Demonstrated active involvement in education, training and labour market issues in one or more of the specific areas mentioned above;
4. Proven experience with editorial activities related to international publications/previous involvement in editorial boards of international publication series or international journals;
5. A confirmation of the ability to devote time to ETF Editorial Board activities.

**Independence and declaration of commitment**

The members of the Editorial Board are appointed as individuals on a no-fee basis. They will be required to sign a declaration that they will undertake to act independently of any outside influence.

Should you have any questions about becoming an ETF Editorial Board member, please email us at editorial.board@etf.europa.eu.