

**Civic Education in Action –
an exchange program for young professionals from Central and South-
eastern Europe**

Frequently Asked Questions

Civic Education Campaign Days

The Campaign Days were initiated in Germany in response to the Council of Europe's European Year of Citizenship Through Education in 2005, and have been held every year since. The Campaign Days bundle activities over a certain period of time in order to attract the attention of the German and European public and to show that civic education has an important role to play in democratic societies.

The Campaign Days are designed to motivate as many civil participants as possible, including students and civic action groups, to become involved in civic education. The Campaign Days will be held from 5 May to 23 May 2010 throughout Germany, and in Austria and the German-speaking region of Belgium.

http://www.bpb.de/veranstaltungen/DH3LDL,0,Aktionstage_Politische_Bildung_2008.html

Essay

The essay can answer one of the following questions. Please use practical examples from your own experience:

- Which role do you think civic education plays in democracy?
- What do you think civic education means?
- What can / should be the task of cross-border / European civic education?
- What is the role of civic education in your home country in terms of shaping and developing civil society?

European CV

A standard form developed by the European Commission which documents education, professional background and other qualifications. The form can be downloaded at

<http://europass.cedefop.europa.eu/europass/home/hornav/Downloads.csp>

Please submit your CV in German or English.

Family allowance

Subject to agreement with the program coordinator, scholarship holders with children are granted an extra allowance of up to €150 per month. A certified translation of the birth certificate must be submitted.

Host organizations

The host organizations are institutes for civic education that are active in cities as well as in rural areas. After selection, participants receive the names of two organizations that match their profiles from the program coordinator. The participants and host organizations then contact each other. Host and participant then mutually decide on one of the two.

A mentor will be named at the host organization who will serve as the scholarship recipient's contact person. The participant and his or her contact person at the host organization agree on a project that will be carried out during the Civic Education Campaign Days in May 2010.

Program coordinator

The program coordinator is the contact person for both scholarship recipients and host organizations in all matters pertaining to the internship. After consulting the bpb and the RBS she selects the relevant host organizations.

Internship

The internship begins with an introductory seminar to which the mentors from the host organizations are also invited. Following this introductory seminar, the scholarship holders commence their guest term. They spend at least one week at the host organization, getting to know the organization itself and defining the project in detail together with their mentor. The remaining seven weeks can be broken down into two stages as required. The host organization and the scholarship holders set the specific attendance times together, and inform the program coordinator.

The internship can be extended by two weeks if this is necessary to carry out the project. This extension must be agreed between the intern, the host organization, and the program coordinator. Scholarship holders are expected to realize their project during the *Civic Education Campaign Days* (5 to 23 May 2010).

Proof of experience in a civic education organization

Applicants must submit a certificate in German or English. This certificate must be signed and sealed by the head of the organization in the applicant's home country. The certificate should state the term and type of employment (full-time or free-lance) as well as a short description of the work carried out. Applicants with a permanent work contract must also submit a letter of support from the institute at which they work. This letter should state that the employer supports the internship and is willing to release the guest student for the required time and enable the guest to take part in all of the program events.

NECE Conference

Professionals and experts in civic education from the old and new EU member states come together at the conference and discuss different forms, topics and methods related to their work. The aim of the conference is to establish and strengthen partnerships, to network cultures and ideas along with intellectual schools and discourse.

The next NECE Conference is expected to be held in December 2009. Participation is voluntary. Scholarship holders who do attend the NECE Conference commit to writing an article either *for* or *about* the conference. This should happen in consultation with the program coordinator.

http://www.bpb.de/themen/NL4E3C,0,0,Networking_European_Citizenship_Education.html

Project

The aim of the project is to inform the German public during the *Civic Education Campaign Days* about the scholarship holders' native country. The project should thus focus on a political or social topic related to the intern's home country. The project can also deal with an activity in the scholarship holder's home country. The scholarship holder should use existing contacts to carry out the project.

Various topics and formats (e.g. seminar, discussion, cultural event, festival, etc.) are conceivable for the project. Scholarship holders are at liberty to choose the topic and format in line with their interests and experience. In deciding they must consult with the host organization as the project must fit

within the host organization's annual plan. Since most of the project is to be prepared during the internship, the time needed for the project must be limited.

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Project grant

A total of €3,000 is available for the project. This money will be managed by the host organization and can be used for the project on the basis of a cost and financing plan subject to agreement with the host organization. The money is requested directly from the *Bundeszentrale für politische Bildung*.

Project draft

The outline should answer the following questions: What kind of project is it (e.g. seminar, discussion, cultural event, festival, etc.)? What is the topic of the project (brief description)? Which target group is to be addressed by the project? Which steps are planned to carry out the project? How much time is likely to be needed to prepare the project?

Participation in the introductory, Mid-term and evaluation seminar

On acceptance of the scholarship, scholarship holders commit to attend all three events. Participation in the NECE Conference is voluntary, though recommended. The introductory seminar will be held from 26 to 29 September 2009, the mid-term seminar from 31 January to 3 February 2010, and the evaluation seminar in May 2010. Representatives of host organizations will be present for at least one day at the start and evaluation seminars.

Accommodation and meals

The host organizations can usually provide accommodation and catering. In this case, the institutes directly receive up to €160 per week. In the event that the host organization cannot offer any accommodation or catering, it will assist the scholarship holder in finding housing. The money for housing and catering will then be paid to the host institution to be passed on to the scholarship holder.