

Erasmus Student Placement

EMPLOYER INFORMATION	
Name of organization	Fondazione Ikaros
Address	Via Casalino 18
Postal Code	24121
City	Bergamo
Telephone	+39.035.246.432
Fax	+39.035.413.5198
E-mail	info@fondazioneikaros.org
Website	www.fondazioneikaros.org ; www.ambergroup.org
Number of employees	240
Short Description of the HEI	<p>Ikaros is a certified VET (Vocational Education and Training) Centre operating in the fields of Initial Vocational Training, Higher Education, Lifelong Learning and Job Services in the provinces of Bergamo and Milan. Its nucleus dates back to 1972. IKAROS at the moment hosts 1600 initial vocational training students (secondary education), 200 higher education students, it trains over 2000 adults every year, has accompanied more than 1000 people in the labour market and supported over 300 children and adults with disadvantage. Since 2011 all our students and teachers have been using iPad during the lessons and during the Lab activities. Ikaros received an Excellence Label from Lombardy Region being active in the provision of a wide range of training initiatives, some of these targeted at specific groups i.e. early school leavers, NEET or disadvantaged groups. The Project Management team constitutes one of the Ikaros Departments. Ikaros developed an important expertise in the field of teaching and learning with ICT, as well as in formal/informal skills development and competences certifications through ECVET system, being involved in several European projects concerning these issues.</p>
Other	<p>Some of the staff profiles</p> <p>Andrea Bianchi - Degree in Philosophy, he is a project manager and training consultant with more than 5 years of experience. He has developed experience in managing and implementing EU funded projects. Since 2008 he works as expert in studies and researches in IVET and ECVET systems, training needs analysis and skills assessment in many strategic projects implemented at national level and EU level: ICT ways about sharing a new didactic approach in the school; E-CITY for building a platform to foster the engineering studies, OPEN to help deaf people to acquire another sign language, HAIR and HAIRSTYLE to encourage the student mobility in the field of hairdressing.</p> <p>Melani Hromin - received her Master's degree in Sociology and English Language and Literature. Since 2012 she has been managing international EU projects for young people at European and extra-European level (South</p>

	America, Africa, Asia) on topics such as innovative education, inclusive learning, youth (un)employment, sustainable development, culture, art, sports. At the moment she is managing different EU and regional projects dealing with innovative teaching strategies and use of ICT in education, connected to development of e-learning platforms, such as the following EU projects: "E-CITY", aiming to construct a virtual city environment for engineering problem based learning, to foster youth interest in engineering studies; "ICTways", a project about sharing best practice in primary and secondary school teaching via an online teacher Community of Practice and "OPEN" project, aiming to design, implement and test a language learning platform for deaf persons. As Project Manager she also coordinates international mobility projects under Erasmus +, particularly in the field of Vocational Education and Training (VET).
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CONTACT DETAILS	
Contact person	Melani Hromin
Department / Function	EU Project Manager
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Direct mobile	+39.327.168.0129
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PLACEMENT INFORMATION	
Department / Function	Project Management Department
Description of activities	<ul style="list-style-type: none"> -Assisting the staff in the research of foreign partners, international networking activities (in English language) -Analysis of international and European policies related to Education and Training, Student and Staff mobilities, Employment, Youth, Social inclusion -Monitoring European calls for proposals -Assisting the staff in preparation, implementation and evaluation of European projects (e.g. Erasmus+ programme) -Assistance in managing project documentation -Managing social media (Linkedin, Facebook, Twitter) -Writing articles related to projects and activities on the company's websites -Preparation and sending of newsletters related to EU projects -Organisation and follow-up of seminars, conferences and project-related meetings
Duration	3 – 12 months
Working hours / Weekly hours	Mon to Fri; min. 30 hrs per week (depending on student preferences)
City	Bergamo
Help with finding Accommodation	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Financial contribution	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Other	

REQUIREMENTS	
Oral and written language skills	<input checked="" type="checkbox"/> English C1 <input checked="" type="checkbox"/> Italian B1

Computer skills	Yes (Windows, Word, Excel, Internet, e-mail, PPT)
Driving license	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Other skills	-Bachelor's degree in Pedagogy / Sociology / Management / Psychology / Philosophy / Linguistics / Religious sciences / English / Italian and similar -Good organizational skills -Good communication skills -Basic social media knowledge -Motivated, communicative, reliable
Application procedure	Please send your CV by e-mail to melani.hromin@fondazioneikaros.org . In case your profile fits the prerequisites we'll contact you for a Skype call.
Application deadline	/
Additional information	The internship dates are up to the intern (no August). Long-term internships are preferred. Feel free to contact us for any further information. We're looking forward to having you in our team!
Students who wish to apply should send their application according to the application procedure listed in the offer. Incomplete applications will be excluded from the selection process. <u>ONLY ELIGIBLE STUDENTS CAN APPLY!</u>	