

Open Call for Expression of Interest for the Project:

«Skills Development and Employment Centers in DAM Areas»

October 2024 – 1st Edition



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PROGRAMME
JUST TRANSITION DEVELOPMENT 2021-2027

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1 Call Summary

The present Call is addressed to **unemployed** individuals, **workers** in precarious positions, **the self-employed**, and/or **young entrepreneurs**, providing them with services for the enhancement of their skills and sustainable access to the labor market. Eligible **beneficiaries** must reside and/or work in the "Just Development Transition" (JDT) areas, namely, the **Western Macedonia Region and the municipalities of Megalopolis, Gortynia, Tripoli, and Oichalia in the Peloponnese Region.**

The services included in the project titled "Skills and Employment Development Centers in the Just Development Transition Areas" will be implemented with the aim of supporting individuals who live or wish to work professionally in the JDT areas. The project is expected to benefit at least **5,000 beneficiaries.**

The Skills and Employment Development Centers will operate in physical facilities in the Western Macedonia Region (Kozani and Florina) and in the Municipality of Megalopolis in the Peloponnese Region. These Centers, equipped with appropriate facilities and full staffing, will offer **free services including needs diagnosis, individual and group career counseling and orientation, open flexible learning in green and digital professions, as well as transversal skills (soft skills), micro-certification, networking with local labor markets for all interested parties (workers, unemployed individuals, self-employed individuals), focused studies, and field research.**

All services are offered **completely free of charge and without any financial or other compensation**, via the online platform www.ejust4skills.gr and in person at the three (3) physical locations in Western Macedonia and Megalopolis.

This Call provides details about all the services offered by the project that interested parties can directly benefit from, the target groups, the procedure for submitting an expression of interest, the necessary supporting documents to be submitted upon joining the project, as well as the contact details of the three (3) physical centers (Kozani, Florina, Megalopolis).

The submission of applications begins from the date of publication of this Call and will continue until the end of the project (31/05/2029).

Brief Description of the Project

The Greek Company for Just Development Transition SA (E.L.E.D.A.M.), under the trade name "METAVASI S.A.", is implementing the project titled "Skills Centers" within the framework of the action "Skills and Employment Development Centers in the DAM Areas" with MIS 6000747

It is part of the Just Development Transition Program of the NSRF 2021-2027 and is co-financed by the European Union – "Just Development Transition" Program and by national resources through the Public Investment Program (PDE).

It includes the development and operation of three (3) Skills Centers, two in the Western Macedonia region (Kozani, Florina) and one in the Megalopolis area. Through the operation of these physical facilities, the access of beneficiaries to the project's services is facilitated.

The Skills Centers cover the stages of preparation, guidance, and participation of beneficiaries in both **open and personalized services**, offering access to tools that allow the **diagnosis of their real needs and focus on alternative career orientation options**.

Additionally, within the framework of the Project, the operation of a "Transition Skills and Local Labor Market Observatory" will be supported, specifically for the regions of interest in the Just Development Transition Program (JDT). The activities of the Observatory will involve the continuous recording of the needs of local labor markets in terms of professions and skills, as well as the conduct of periodic in-depth field surveys and reports on issues related to local labor markets and human resources, aiming at **targeted skills upgrading and the training of unemployed and employed individuals in the lignite-affected areas of interest**.

The services of the Skills Centers will be continuously adjusted, improved, and enriched based on the ongoing recording of the needs of local labor markets.

Purpose of the project

3

The project includes comprehensive support for needs assessment, specialized career counseling, open flexible learning, micro-certification, and networking with local labor markets in the areas of lignite phase-out, targeting at least 5,000 unemployed individuals and/or workers in precarious positions in declining and transforming economic activities as a result of the energy transition, as well as existing and potential self-employed individuals and entrepreneurs who are active or wish to become professionally or entrepreneurially involved in these areas.

In summary, the Centers will provide:

- 1 Needs assessment** of the beneficiaries and a personalized approach to acquiring skills that will enable their employment in the newly evolving environment, through empowerment, motivation, training, job search, or the development of sustainable entrepreneurial pathways.
- 2 Personalized information** for beneficiaries regarding available programs for supporting human resources and businesses.
- 3 Individual and group career counseling and support**, taking into account the targeted sectors for ensuring sustainable employment and business activities in the JDT areas for the beneficiaries.
- 4 Implementation of open training programs** for acquiring professional skills in areas such as green and digital professions (Industry 4.0), as well as for acquiring transversal skills (soft skills) such as innovation, decision-making, communication, problem-solving, time management, adaptability, and critical thinking, which are essential for the adaptation and transformation of human resources in any new or emerging professional/work environment.
- 5 The opportunity to obtain Certification** in a wide range of accredited Certification schemes according to ISO 17024 or any equivalent (at least 100 in Green, Digital, and Dynamic Professions), based on the personalized services and outcomes the beneficiary will have received from the previous phases of the project.
- 6 Access to open digital educational content.**
- 7 Access to focused studies and field research** in areas such as analysis of labor demand and supply at the industry, business, individual, and skills levels, trend forecasting, targeted skills upgrading, and training.
- 8** Publicity and networking activities such as Career Days – workshops, etc.

The above services of the project are offered **free of charge and without any financial or other compensation**. Throughout the duration of the project, every beneficiary belonging to the target groups can express their interest in participating and receive the project's services through the project's online platform www.ejust4skills.gr as well as in person at the three (3) physical locations in Western Macedonia (Kozani, Florina) and Megalopolis.



4. Services Provided by the Skills Centers



4.1 Provision of micro-career counseling services

As part of the project, micro-counseling support and guidance services will be provided to the beneficiaries, aiming at acquiring, developing, and/or enhancing their professional knowledge and skills (soft skills – hard skills) and/or entrepreneurial skills, taking into account the targeted sectors for ensuring sustainable employment and business activities for them in the JDT areas.

The main objectives of micro-counseling include:

- **The development and enhancement** of the beneficiaries' individual skills.
- **Career guidance** and support for designing and developing the beneficiaries' professional paths.
- **Guidance** on topics and concepts related to entrepreneurship, including self-employment.
- **Guidance** on connecting beneficiaries with the labor market.

Services Offered by the Skills Centers

A.1

Provision of micro-career counseling services

The micro-counseling process includes the following phases in its entirety:

- 1 Reception and initial assessment
- 2 Individual counseling sessions

✓ Individual sessions with specialized counselors for the development of professional and entrepreneurial skills. The average number of sessions for beneficiaries who will receive full guidance is estimated to be around seven (7) sessions. In any case, this number is indicative and not restrictive, as the individual's actual needs will be taken into account.

✓ Each session will last an average of 45 minutes and will be tailored to the beneficiaries' needs.

✓ The counseling sessions will be implemented in accordance with Ministerial Decision No. 82759/29-08-2022 with the subject: "System for Designing and Managing the Implementation of Co-financed/Subsidized Programs for Non-Formal Learning, Continuing Vocational Training (CVT), and Adult Education (AE)".

3 Development of a Personal Development and Career Plan

- ✓ Setting individual goals and creating a sustainable action plan for the professional development of the beneficiaries.
- ✓ Completion of the individual file, which includes the beneficiaries' professional history and skills.

4 Provision of support for integration into the labor market.

- ✓ Guidance for job search, resume writing, and interview preparation.
- ✓ Guidance for finding suitable job positions that match the beneficiaries' profiles.

Services Provided by the Skills Centers

A.1 Provision of micro-career counseling services

5 Entrepreneurship counseling

- ✓ Initial exploration of business ideas and guidance in developing business concepts and presenting business plans.
- ✓ Analysis of the beneficiaries' business readiness and guidance in creating sustainable business plans, through the presentation of available educational resources and business tools that the beneficiary can utilize.

6 Group Sessions

The possibility of organizing group sessions based on common characteristics (profile, goals, etc.) is also foreseen, with the aim of exchanging experiences and views to maximize the benefit of participants within the framework of the project's networking activities with stakeholders in the JDT areas (e.g., Chambers of Commerce, local authorities, employers' organizations, professional federations, labor centers, the academic and research community, representatives of other related actions and initiatives, etc.).



The micro-counseling services will be available and provided in person at the physical locations of the project (two in Western Macedonia and one in Megalopolis) or online through the e-Counseling subsystem of the e-Just4Skills information system. Beneficiaries will be able to freely choose the counseling services that suit their needs.

Services Provided by the Skills Centers

A.1 Provision of micro-career counseling services

The table below outlines, indicatively and concisely, the offered counseling services:

Counseling stage	Content of the session	Tools
1st session	Reception Needs Assessment Interest Exploration	Needs Assessment Professional Interests Professional Profile, etc.
2nd session	Identification of Professional and Educational Needs	Skills assessment tools
3rd session*	Reformulation of goal-setting Shaping new prospects Familiarization with the job market	Personal Development and Career Plan
4th session	Job Search Techniques Resume Writing Interview Preparation	
5th session	Facilitation of access to the labor market (incentives/barriers)	Tool for dysfunctional thoughts, self-esteem, etc.
6th session	Future actions Conclusions Feedback	
7th session	Monitoring	

* The number of sessions, as well as the order in which they are presented, is indicative and not restrictive, with the aim of optimal coverage based on the individualized needs of the beneficiaries.

Stage Business Counseling	Session Content	Tools
3rd session	Assessment of readiness level for starting a business activity, presentation of the business idea.	Business readiness tool Entrepreneurship and innovation tool, etc.
4th session	Development of a viable business plan.	Business plan tool, Business canvas, etc.
5th session*	Familiarization with the macro- and micro-environment of the business.	Marketing plan Pest analysis, etc

4.2 Services provided by the Skills Centers

Implementation of Open Flexible Learning Actions

As part of this service, beneficiaries will have the opportunity to select and **combine** different micro-learning modules tailored to their needs. Each beneficiary, in collaboration with their advisor, will be able to choose open learning programs and accumulate hours and credentials from all thematic modules of the programs in order to **compose their personal learning path**. The total number of hours a beneficiary can choose is 80 hours, **but this is not binding or restrictive**.

Below are some examples of open educational learning programs (indicative and not exhaustive) that will allow beneficiaries to choose and combine different micro-learning modules, which will be tailored to their needs. The titles of the open learning seminars will be updated throughout the implementation and operation of the action, taking into account the recording of the dynamics of professions and skills in the areas of interest.

Transversal - Soft Skills		
S/N	Open Educational Programs (5 hours)	Indicative Thematic Units
1	Creativity – Innovation & Entrepreneurship	Chatbots
2	Time management	Monitoring timelines and obligations
3	Stress management	Stress management
4	Crisis management in the workplace	Crisis management in the workplace
5	Team work	Tools for video conferencing and communication
6	Emotional Intelligence	Emotional Intelligence



4.2

Services provided by the Skills Centers

Implementation of Open Flexible Learning Actions

Specialized Professional Learning in Emerging Skills

S/N	Open Educational Programs (10-25 hours)	Indicative Thematic Units
1	Management and Processing of Agricultural and Animal Waste	Basic Principles and Systems for Managing Agricultural and Animal Waste.
		Techniques for Agricultural Waste Processing
2	Compliance with Standards & Procedures in Industrial Production	Maintenance: Introductory Concepts – Methods and Systems.
		Hazardous Materials and Safety Regulations
3	ISO 9001 / 14001 / 27001 Standards	ISO series standards
4	Project Management	Introduction to Project Management.
		Monitoring, control, and management of a project in all its phases.
5	Industry 4.0 – Digcomp	Applications of the Internet of Things (IoT).
6	Digital marketing and e-commerce.	Digital marketing.
		Advertising on social media.
7	Food Safety & Quality Management Systems.	Development of a Food Safety and Quality Management System & Coordination of the food safety and quality team.
8	Supply Chain	Scheduling of daily deliveries
9	Basic computer skills	Internet: Terms and concepts
10	Information Systems Security	Introduction to basic concepts and digital risks

4.2

Provided services of the Skills Centers

Implementation of Open Flexible Learning Actions

Specialized Professional Learning in Emerging Skills

S/N	Open Educational Programs 10-25 hours)	Indicative Thematic Units
11	Software Applications	Programming Environments
12	Network Management	Basic Concepts of Networks
13	Website Design (10 hours)	HTML
14	Basic data organization functions	Introduction to data organization, familiarization with spreadsheets.
		Basic functions of workbooks and spreadsheets.
15	Effective presentation of data – Digcomp.	Finding, sorting & filtering data, information, and digital content.
		Data formatting
16	Data types and their effective representation - Digcomp	Creation of functions
		Creation of charts
17	Data handling and management techniques – Digcom	Advanced data handling techniques
		Big data management
18	Data visualization and security – Digcomp	Charts
		Data and content security and privacy

4.2

Services provided by the Skills Centers

Implementation of Open Flexible Learning Actions

Specialized Professional Learning in Emerging Skills

A/A	Open Educational Programs (10-25 hours)	Indicative Thematic Units
19	Online collaboration – teleworking	The concept of teleworking.
		Cloud storage and file sharing tools.
		Tools for project management and control
		Tools for time management and team productivity
		Correspondence – Writing communication.
20	Energy resource conservation & management.	Energy Management.
		Energy Audit.
21	SmartBuildings Programming (BIM Program).	Creation of a "green profile"
		The importance of BIM for the design and construction of engineering projects.
22	Specialist in the design and development of "Green ICT".	The greenhouse effect / Green ICT.
		European Union Emissions Trading System (EU ETS).
		Green ICT Design.
23	Resources and funding options for proper energy planning.	European and National Institutional Framework in the Energy Sector.
		Financing Mechanisms for Energy Projects and Policy Tools.
		Finding Funding Sources for Environmental Projects.

4.2 Provided services of the Skills Centers

Implementation of Open Flexible Learning Actions

Specialized Professional Learning in Emerging Skills

A/A	Open Educational Programs (10-25 hours)	Indicative Thematic Units
24	Environmental Management Topics	Environmental Management Terminology.
		Management of the Natural Environment
25	Renewable Energy Sources	Photovoltaic – Thermal Solar.
		New Renewable Energy Technologies (Wave, EGS Geothermal, Bioethanol)
26	Circular Economy: The New Model of Development, Economy, and Living	Basic Principles – Structure and Functioning of the Circular Economy.
		Effective Use of Agricultural Waste and By-products (Recovery of Nutrients, Production of Animal Feed, Soil Amendments, Fertilizers)
27	Wastewater Treatment Systems	Construction of Landfill Sites (LF).
		Operation of Landfill Sites (LF)
28	Alternative Energy Sources	Wind – Small Hydroelectric.
		Biomass – Geothermal
29	Natural Disasters - Prevention, Management & Restoration	Introduction to Natural Disaster Management.
		Natural Disasters and Climate Change

4.3 Provided Services of the Skills Centers

Implementation of Micro-Accreditation Actions for the Beneficiaries

As part of this specific action, beneficiaries will be independently offered the opportunity to directly participate in exams to obtain Certification in a wide range of accredited Certification schemes according to ISO 17024 or any equivalent (at least 100 in Green, Digital, and Dynamic Professions), in accordance with the personalized services and outputs they have received from the previous phases of the project, without being required to have participated in and completed the corresponding open courses. While this is certainly the recommended educational pathway, participants will be able to choose only the certification that has been identified as matching their professional profile/needs.



The Certification will be conducted by Certification Bodies operating in Greece and/or internationally, accredited according to the ISO/IEC 17024 standard or EOPPEP, or product certifications from IT and technology companies (e.g., Microsoft, Cisco) or equivalent. The Certification Bodies will issue certificates for at least 100+ specialties related to Digital/Green and generally Dynamic Professions and Specialties. The certification secures the benefits of the program for the participants, who acquire recognizable qualifications in the labor market.

5 Target Groups Addressed by the Project

The services of the Skills and Employment Development Centers in the DAM areas will be provided free of charge and without financial or other compensation, and will target at least 5,000 beneficiaries over the age of 18, regardless of educational level, who reside, work, or wish to work in the DAM areas (Western Macedonia, the municipalities of Oichalia, Megalopolis, Tripoli, and Gortynia in the Peloponnese Region) and belong to one of the following target groups.

- ✓ Unemployed individuals with both high levels of specialization and those with low formal qualifications (including unemployed individuals from vulnerable groups such as unemployed youth – NEETs, unemployed individuals over the age of 50, unemployed women, heads of single-parent families, long-term unemployed, migrants, etc.)
- ✓ Workers in threatened jobs
- ✓ Existing and potentially self-employed
- ✓ Potential entrepreneurs

* Exclusively for the self-employed, participation in the Project is subject to the De Minimis regulation 2023/2831.

5.1 Beneficiary Distribution

The actions to be implemented within the framework of the Project will target at least 5,000 beneficiaries belonging to the above-mentioned target groups (unemployed, employed, self-employed, businesses) and located in the areas of interest for the Just Development Transition (Western Macedonia, the municipalities of Oichalia, Megalopolis, Tripoli, and Gortynia in the Peloponnese Region).

The distribution of beneficiaries by target group is provided in the indicative and not exhaustive table below:

Target Group	Beneficiary Distribution	Geographical Distribution
Employed, including the self-employed	1.700	• Western Macedonia
Unemployed, including long-term unemployed	3.300	• Municipality of Oichalia
Total	5.000	• Municipalities of Megalopolis, Tripoli, and Gortynia

For the greater effectiveness of the Project and to support as many individuals as possible, the distributions are indicative and not restrictive.

6 Expression of Interest Form Submission

Anyone who wishes to benefit from the services of the Project is invited to submit an expression of interest application on the website.

www.ejust4skills.gr



Submission of applications starts from the date of publication of this announcement and will continue until the completion of the project (**31/05/2029**).

Once the Expression of Interest Application is submitted, an experienced partner from the Skills Centers will contact the applicant shortly.

For support regarding the submission of their application, interested parties can contact:

- 1 Electronically through the contact form on the online platform (**www.ejust4skills.gr**)
- 2 Electronically via email at **info@ejust4skills.gr**
- 3 In the physical infrastructure of the Skills Centers with the following elements:

Structures of Kozani



P. Charisi 6, Kozani
Tel: 24610 28 104



Ippokratous 9, Kozani
Tel: 24610 38 419



kozani@ejust4skills.gr

Structure of Megalopolis



**Nikitara str. 63,
Megalopolis**

Tel: 27910 27 493



megalopoli@ejust4skills.gr

Structure of Florina

*To be
announced*



florina@ejust4skills.gr

Submission of Documents upon Enrollment in the Project

Each interested party, after submitting their application and until the completion of their services in the Project, will submit the following documents depending on the target group they belong to.

All interested parties:

1 Copy of ID card, Passport, or other Identity Verification Certificate

2 Copy of Education Certificate

In case the education certificate is not available or has been lost, a Responsible Declaration can be submitted, digitally signed through www.gov.gr or certified by a public authority, stating the completed educational level.

3 Proof of residence in the JTD areas (one of the following)

- Unemployment certificate stating the residential address, or
- Individual Personnel Record E4, in order to prove the place of employment, or
- Certificate of Permanent Residence from the system www.gov.gr (<https://www.gov.gr/ipiresies/polites-kai-kathemerinoteta/dieuthunse-katoikias-kai-epikoinonias/bebaiose-monimes-katoikias>) or
- Utility bill: Electricity/Natural Gas/Water, or Lease agreement, to prove residence in the JTD area.

In case none of the above documents verify the residential address, any other official document proving the applicant's residential address can be submitted, or a Responsible Declaration digitally signed via www.gov.gr or certified by a public authority, stating the place of residence (address, postal code, and municipality/local authority of residence).

Submission of Documents upon Enrollment in the Project

Additional documents depending on your type of employment:

Employed

- 1 Proof of employment status, showing that the individual is employed in a private company.**
 - Certificate of previous employment issued by EFKA, or
 - Copy of the latest payslip, or
 - Copy of APD (Employee Registration Form), or
 - Employer's certificate
- 2 An affidavit digitally signed via www.gov.gr or certified by a public authority, dated the first day of the counseling session, stating that the individual is employed at the company named '.....', with the company's VAT number '.....', and with the address '.....'."**

Self-employed

- 1 Proof of business activity**
 - Printout from Taxis – Business Registry Information, and
 - Responsible declaration from or through KEP (or another public authority) regarding the amount of DE minimis aid received in the last 3 financial years (current year plus the previous 2), according to the data maintained in the information system <https://www.sorefsis.gr/>."

Unemployed

- 1 Unemployment card**
- 2 Unemployment Certificate Current Status (which can be issued from the DYPA portal using personal credentials)**




In case the applicant does not have an unemployment card, they have the option to contact the Skills Center serving them, and an experienced associate will guide them through the process of issuing the unemployment card.

8 Contact for the Project



Any interested party can contact us via:

- ✓ Contact form for all the services of the Project on the online platform www.ejust4skills.gr
- ✓ Email: info@ejust4skills.gr
- ✓ Visiting one of the Skills Centers (nearest to the area of residence)

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