



## ORGANIZING MOBILITY FOR APPRENTICESHIP MENTORS AND TUTORS

*Consortium Mona 2024*

*By the 'Involvement of companies'*

*'Support for apprenticeship mentors' working group*

As an apprenticeship training organisation, you can **organise mobility for apprenticeship mentors and company tutors**. And that's good news! We'll explain why and how!

## 1. WHY ORGANISE MOBILITY FOR APPRENTICESHIP MENTORS AND TUTORS?

As we all know, it's challenging to **convince employers** to let their apprentices go on a mobility scheme. Therefore, providing European or international mobility experiences for mentors/tutors is a **powerful tool**, as it offers the opportunity to:



Show them that mobility is a **professional experience** and an incredible human adventure.  
(and not holidays!)



Enable them to benefit from **the advantages of experience abroad**  
(expanding their professional network, internationalising their organisation, developing new skills, personal enrichment and discovery)



**Strengthen the partnership** between your organisation and the company.

## 2. HOW CAN MOBILITY BE ORGANISED FOR APPRENTICESHIP MENTORS AND TUTORS?

Thanks to the Erasmus+ programme, it is possible to **involve mentors and tutors** in mobility projects. They can **accompany apprentices** on mobility or **take part in mobility activities** for VET staff.

Here are a few examples:

*This list is not exhaustive, other programmes and funders may offer mobility opportunities for mentors and tutors.*

**Accompanying an Apprentice or Group of Apprentices for a Mobility Experience (Minimum 2 Days):** A mentor/tutor can accompany apprentices during their mobility. There's no need for the company to be a member of a mobility consortium. A mission letter from the training center to the mentor/tutor is sufficient as proof of a "link" between the sending organization and the accompanying person.



*The role of the mentor/tutor as an accompanier should be clearly defined and agreed upon by all three parties involved: the mentor/tutor, the training center, and the company. This can be formalized through any type of agreement. This agreement helps to secure and clarify all aspects of the mission, including insurance coverage, salary maintenance during the apprentice's overseas mobility, etc.*

**Preparatory Visit:** The mentor/tutor can participate in a preparatory visit to a potential host organization to **better plan a mobility activity** for apprentices or staff.



**Job Shadowing (2 to 60 Days) :** Participants can spend time in a host organization in another country to **learn new practices and gather new ideas through observation and peer interaction** in their day-to-day work within the host organisation.



**Participation in Skills Competitions (1 to 10 Days):** Apprentices may **participate in European and international skills competitions**. Funding is also available for staff members, tutors, or experts who accompany apprentices during the activity.



**Teaching or Training Assignment (2 to 365 Days):** Participants can **teach or train apprentices within a host organization** in another country, learning through tasks and exchanges with peers.



**Structured Courses or Trainings (2 to 30 Days):** Participants can take **structured courses or similar training** led by qualified professionals based on a predefined curriculum and learning outcomes.



## DETAILS:

📍 **Location:** Activities must take place in another **EU Member State** or in a **third country associated** with the programme.

€ **Funding:** eligible costs vary according to the activity, duration, distance travelled and means of transport used. For more information, please **refer to the funding table in the Erasmus+ 2024 Guide**

## FURTHER INFORMATION LINKS:

**Erasmus+ Project Website:**  
<https://shorturl.at/crxQX>

**Erasmus+ 2024 Program Guide: :**  
<https://shorturl.at/pqUX1>

### 3. FEEDBACK, ADVICE AND BEST PRACTICE

#### THE EXPERIENCE OF THE CHAMBER OF TRADES AND CRAFTS OF ALSACE (CHAMBRE DES MÉTIERS DE L'ARTISANAT D'ALSACE - CMA ALSACE) :

- Alongside the mobility of their apprentices, CMA Alsace organised a **mobility scheme for apprenticeship masters in the hairdressing sector in February 2020**.
- 3 apprenticeship mentors and 3 vocational practice teachers spent **4 days in Denmark** at the centre that has been welcoming their hairdressing apprentices since 2018. Building on the success of this first edition, the VET Center plans **to repeat the experience in the automotive sector**

#### PROGRAMME :

##### DAY 1 :

Outward journey and preparatory meeting with the host organisation to better prepare a mobility activity for learners or members of staff.

##### DAY 2 :

**Morning:** presentation of the Danish vocational training and apprenticeship system and guided tour of the training centre (visit provided by the management).

**Afternoon:** two company managers presented the role of Danish companies in training. The topics covered were: the apprenticeship contract, the role of MAs and MA training in Denmark. u personnel.

##### DAY 3 :

**Morning :** visit to the hairdressing training workshops and exchanges between young Danes and French trainers.

**Afternoon :** integration and observation in 'Chignon' classes and hairdressing workshops.

##### DAY 4 :

**Morning :** participation in the 'Permanente/ Mise en forme' course.

**Afternoon :** visits to the hairdressing salons of the two business owners we met on Monday afternoon.

##### DAY 5 :

**Morning :** conclusions and evaluation of the trip - return journey.

## ASSESSMENT AND RECOGNITION

To make the most of the experience gained by the mentors and tutors during their European or international mobility, a number of different procedures are readily available (or compulsory, depending on the activity):

- **EUROPASS mobility**
- **Collective feedback** during a face-to-face meeting or in the form of a questionnaire. The aim of this exchange is to capitalise on the participants' feedback, to draw inspiration from practices discovered in the host country, to adapt the way apprentices are monitored, to mobilise new teaching tools, etc. .

## VALUE AND COMMUNICATION

Peer-to-peer communication is often the most effective. To persuade your partner companies, position mentors/tutors as mobility ambassadors by:

- Encouraging them to take **photos and videos** throughout their stay;
- Inviting them to mentor **meetings and open days**;
- **Conducting interviews** to highlight their commitment to apprentice mobility and sharing these **on social media or in local newspapers**.

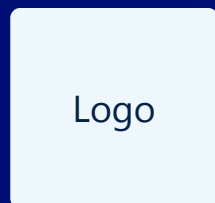
## 4. AND THE RECIPROCITY ...

Don't forget, it's also possible to **host European professionals/tutors**, in particular to provide training at your school.

Thanks to the Erasmus+ programme, you can obtain funding to **invite experts** (2 to 60 days): schools can invite trainers, teachers, experts or other qualified professionals from abroad who can help improve teaching, training and learning within the host organisation.



*Apprenticeship mentors and tutors,  
ambassadors for apprentice mobility!*



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