



SUBJECT: CLUSTEM Project - Invitation to supply an expertise service for Capacity Building Training Programme for 4 Clusters – European Cluster Excellence Initiative Expert(s) Recruitment for Training on cluster excellence

Publication reference: CLUSTEM/TRAINING/02/2016

FAQ – FREQUENTLY ASKED QUESTIONS

LAST UPDATE: November 16, 2016

The ToR specifies that the expert(s) is “required to supervise the participants in the implementation of a specific case study in one of the project clusters and to produce the related report”. What is expected for this task?

The expert(s) is required to:

- *supervise the participants during the implementation in the 4 clusters of the lessons learnt during the in-room training*
- *assist only one pre-selected cluster for the implementation of the lessons learnt: the latter will represent the case study, for which one case study report has to be produced (after the training).*

Trainees should be implementing a specific action to improve a specific area in its cluster organization? Or it means applying main contents learned in the course to the cluster (screening, business and value chain analysis, segmentation, benchmarking, etc.)?

The second one, as described before

The report should then contain conclusions on this implementation for each cluster? Or recommendations gathered from the supervision of implementation of the 4 clusters?

For all the 4 clusters recommendations are expected, to be included in one final report as an outcome of the supervision during the implementation phase; for the one pre-selected cluster, a detailed report is requested

after the implementation, as a follow-up of the case study (including for example problems/benefits/constraints etc.).

- Is there a minimum / maximum of days for training?

It is preferable that in-room training does not go under 8 days and not exceed 10 total working days.

- Should it be developed in one only timeframe (eg, one week) or can it be divided into different sessions? (e.g. 5 days training can be performed in one week, or in two different weeks, 3 days one and 2 days the second)

It is preferable to split in maximum two sessions (each session from Monday to Friday). A time space between the two sessions is needed.

- As for general and professional qualifications, what is the kind of cluster excellence training courses that are required to show trainers know the cluster excellence methodology?

Please refer to the TOR, par. 9:

“ECEI Expert certification essential. Evidence of being trained with the Cluster Excellence methodology to become a senior expert”. Therefore, ECEI certification has to be attached to the application, if available; any other evidence of being trained as an expert can be accepted, subject to the evaluation of the Project Steering Group.

Same for the experience, what is the kind of training understood under “cluster training under ECEI initiatives”?

Training delivered to clusters about ECEI thematic/principles/methodologies.