

Seminar

Train the Trainers on EU law

Skopje, 17- 19 October 2023

organised for the Academy for Judges and Public Prosecutors 'Pavel Shatev'



Luxembourg Technical Assistance Programme for North Macedonia
“Preparing to meet the requirements of Chapter 23 – Strengthening the Judiciary”

This training is implemented with the support of the Luxembourg Government

Venue : Academy for judges and public prosecutors, lamela 1, Blvd.Jane Sandanski
12, 1000 Skopje, Republic of North Macedonia

Introduction

Target group: The seminar is offered to the trainers (either in-house staff or external) which design and implement the initial and continuous training offer of the Academy for Judges and Public Prosecutors 'Pavel Shatev'.

Description: According to Copenhagen accession criteria, the ability to take on the obligations of membership, including adherence to the aims of political, economic & monetary union, is one of the fundamental prerequisites to EU accession. This capacity to take on the so-called EU acquis presupposes a fundamental task of harmonisation and enforcement so that the normative corpus of the candidate country is aligned to the various EU standards and enforced by the competent judicial authorities.

Together with this, the fulfilment of this condition also entails the necessity to establish the appropriate judicial organs and government structures which ensure the right application of EU Law in that given country.

It is precisely in this context that systematic training on EU law features as one of the most effective tools in the process of establishment of these capacities and procedures, for it can ensure an increase in the level of awareness of EU standards – as well preparedness for participating in the EU integration process – amongst the ranks the various jurisdictions, courts and tribunals of the candidate country in question.

Objectives: this seminar has been developed by EIPA Luxembourg - European Centre for Judges and Lawyers in cooperation with Academy for Judges and Public Prosecutors 'Pavel Shatev'.

This initiative aims at a double objective:

- to enable participants to identify, analyse and meet learning and training needs in general and related to EU law in particular;

- to enhance their current professional ability for matters such as the conception, implementation and evaluation of training programmes, to improve their communication and presentation skills and brief them on other learning tools such as e-learning.

Method: The seminar will consist of a balanced combination of presentations, question & answer periods, practical exercises and discussions, with particular emphasis on active participation and multilateral exchanges of information. In addition, participants will be entrusted various formal assignments during the seminar – formulation of training programmes, delivery of mock presentations, etc. – thus contributing actively to the implementation of the training event.

EIPA Luxembourg – European Centre for Judges and Lawyers

Juan Diego Ramírez-Cárdenas Díaz, Senior Lecturer & Seminar leader,
d.ramirez_cardenas@eipa.eu

Carlos Santaló Goris, Lecturer, c.santalo@eipa.eu

Naoise Crowley, Project Organiser, n.crowley@eipa.eu

Programme

TUESDAY 17 OCTOBER 2023

- 08.45 Registration of participants
- 09.00 **Welcome address**
Representative of the Academy for Judges and Public Prosecutors 'Pavel Shatev'
- 09.15 **Introduction to the seminar**

Part I – Setting the Scene

- 09.30 **Why are we here? (1): Adult training – An overview**
This session looks into the question “why training for adults” and at the same time introduces principles for and needs, objectives and different types of adult training. In addition, it establishes common definitions and terminology while allowing time for discussion of the issues raised in the session.
Juan Diego Ramírez-Cárdenas Díaz
- 10.15 **Q&A session**
- 10.30 Coffee Break
- 11.00 **Why are we here? (2): Training on EU law – Motivation and objectives**
This session will explain how training on EU law constitutes a fundamental tool for the setting up the pertinent judicial and administrative structures and procedures which can ensure an effective enforcement of EU obligations. It will also be demonstrated how a coherent strategy of training on EU law can contribute to increase the level of awareness of EU standards – as well as preparedness for participating in the EU integration process – amongst the ranks of the judiciary of North Macedonia
Carlos Santaló Goris

11.45 **Q&A session**

12.00 Lunch

Part II – Training Programme Cycle & Learning Needs Analysis

13.30 The Training Programme Cycle

This session will provide participants with an overview of the so-called Training Programme Cycle, which allows transforming the potential learning needs of a certain administration into a coherent training plan and strategy. This presentation will present and comment upon the different phases in the cycle, the typical tasks to be carried out at each of these phases, and the actors which are involved in this process

Juan Diego Ramírez-Cárdenas Díaz

14.15 Q&A session

14.30 Break

15.00 Workshop – Training Programme Cycle and Learning Needs Analysis in the Academy ‘Pavel Shatev’

Participants will identify and review their current institutional procedures and practice to define potential training offers and plans. Beyond the pure description, the exercise should be approached from a critical stand point, for participants are also requested to signal and map both strong points and shortcomings in their current in-house practice. In addition to this, they will have to discuss and come up with potential solutions for improvement and ideally draft a new Training Programme Cycle for the Academy. Finally, they will also have to present a list of potential learning needs on EU law after having considered their own institutional priorities, the present national legislative programme and government objectives as well as the number of issues flowing from the current framework of bilateral relations between North Macedonia and the EU.

Participants and experts

16.15 End of day 1

WEDNESDAY 18 OCTOBER 2023

Part III – Training Programme Design & Presentation and Communication Skills

09.00 Design and Management of Training Programmes

This session will discuss and propose tools or solutions in areas such as 1) defining learning objectives and the influence of training objectives, learners, time, etc., on programme design 2) programme design techniques 3) planning, co-ordination and delegation 4) delivery method: F2F or online and 5) various practical issues, e.g. budget, speakers and materials, timing, facilities, atmosphere.

Carlos Santaló Goris

10.00 Q&A session

10.15 Coffee Break

10.45 Presentation and Communication Techniques

This session will discuss presentation techniques and give pointers as to what to do and not to do. Issues to be covered may include body

language, transactional analysis, active listening, structure of presentations, design and use of materials, etc.

Juan Diego Ramírez-Cárdenas Díaz

11.45 **Q&A session**

12.00 Lunch

13.30 **Presentation and Communication Techniques (cont'd)**

Following up on the previous session, we will here expand on management/chairing of training activities with particular focus on various communication aspects, such as inter-cultural issues, how to deal with difficult participants, conflict avoidance and resolution, and implementation of interactive sessions, etc

Juan Diego Ramírez-Cárdenas Díaz

14.15 **Q&A session**

14.30 **Practical exercises: Workshop on Programme Design & Presentations by participants**

This interactive and practical afternoon will be composed of two elements. First, participants will have to draft a proposal of training programme (stating potential topics to be covered, time schedule, speakers to involve and logistical aspects) for a training event requested by the Academy. After this first exercise, in order to assess their personal presentation and communication skills, the participants will deliver presentations on a given EU related topic which they will have been assigned by the trainers in the period of time preceding the seminar.

These practical exercises require prior preparation by participants. Consequently, trainers will contact participants in due time before the seminar with a set of individual instructions so that they can work in advance on their respective assignments.

Participants and experts

(Coffee will be served during the afternoon session)

16.00 End of day 2

THURSDAY 19 OCTOBER 2023

Part IV – Overview of other Learning Instruments, Introduction to E-Learning & Evaluation and Assessment Techniques

09.00 **Feedback and evaluation on the results of the programme design exercise and on participants' presentations**

Participants and experts



09.30 **Overview of other Interactive Learning Tools. Introduction to E-Learning**

In addition to presentations, there are many other learning instruments which can be used in order to support the process of learning: case studies, group discussions, simulation exercises, etc. They will be presented in this session. Also, the benefits of each will be analysed, instructing participants when it is best or more appropriate to use each of them. Moreover, this presentation will also introduce E-Learning, which has become one of the most useful and cost-efficient tools to carry out training. Participants will learn about what e-learning is, what type of message and skills can be transferred by this technique and in which situations to resort to it. It will also review the number of practical and logistical requirements

10.15 Q&A session

10.30 Break

11.00 **Workshop - Evaluation and Assessment Techniques**

Participants will brainstorm on the potential indicators and instruments to quantify and assess the quality and success of a certain training initiative (a particular presentation, an individual training event or even a global training strategy) and measure its impact on the trained audience as far as its professional advancement is concerned (i.e. acquisition of new knowledge, improvement of professional skills, etc.). Finally, participants will also have to discuss upon the most appropriate analytical mechanisms to interpret evaluation results and deduct modifications to be introduced in training strategies

Participants and experts

12.00 **Final Seminar Conclusions**

12.15 END OF SEMINAR