



INTERREG V-A Italy-Malta Programme
 Programme part financed by the European Union
 European Regional Development Fund (ERDF)
 Co-financing rate: 85% EU Funds; 15% National Funds



ATTACHMENT

Abstract of the methodology and description how the candidate will implement the services
Notes to Bidders: Please complete this form demonstrating substantial responsiveness to the specifications described in the Terms of Reference.

To:
 HERMES Corporation Limited
 Triq Saint Vincent, 7 - SLM1448 Sliema – MALTA
 info@hermesjobs.com

List of the main activities required	Description how the services required will be implemented (max 1000 characters for each activities)
Interim and ex-post evaluation of the degree of effectiveness of the internship path identified, for the young voucher beneficiaries, through the provision of tailored questionnaires and / or interviews	

<p>Participate in mobility assessment meetings for young vouchers beneficiaries for a potential job opportunity;</p>	
<p>Guidance to young vouchers beneficiaries to support potential strengthening of working relations with host companies or supporting job placement in other companies;</p>	
<p>To provide information on job search strategies, on the drafting of CV, motivation letters and on preparing for job interviews at the end of the mobility experience;</p>	
<p>To promote networking actions among stakeholders to support the post-internship job placement of the vouchers beneficiaries and to improve the job matching in the Maltese area;</p>	

Supporting the host companies in finalizing work placement for the young voucher beneficiaries;	
To organize and carry out 2 meetings with companies in the Maltese area, to inform and promote tools and methods supporting job opportunities for young people who completed or are completing the mobility experience;	

To define the dissemination strategy of the project results, shared with Hermes, analyzing the techniques aimed at disseminating information and reaching the reference targets;	
To define tools and procedures for the preparation of a report, useful for the dissemination of the activities carried out and the results obtained;	
To analyze the interim and final results of the project, in relation to their impact in relation to the objectives of the Interreg Italia-Malta Programme in order to disseminate them;	

<p>To collaborate in the organization of the final event of the project for the presentation of the results achieved;</p>	
<p>To contribute to the organization of the final Publication / Video of the Project;</p>	
<p>Administer questionnaires and other tools for evaluating mobility experiences and for defining personal and professional development plans;</p>	

<p>Define an Action Plan relating to the procedures and systems for the collection of indicators useful for the analysis of the results of the MOVE ON Project as well as of the cooperation projects in the field of cross-border mobility necessary for their capitalization;</p>	
<p>Prepare, in collaboration with the Hermes Ltd, a collection of the interim and final project results as well as the collection of good practices of other cooperation projects in the field of cross-border mobility;</p>	
<p>Contribute to the organization of the capitalization workshop in Malta with the representatives of the main stakeholders of the project for the promotion of memoranda of understanding and the setting up of cross-border networks;</p>	

<p>Contribute to the preparation of the publication and the video to be disseminated during the final event of the project;</p>	
<p>Analyzing questionnaires and other tools for evaluating mobility experiences and for defining personal and professional development plans;</p>	
<p>Organize n. 2 mobility assessment meetings for young people with the 75 Sicilians participating in the mobility activities;</p>	

To organize follow-up actions aimed at evaluating the results, especially in terms of job placement and impact on the personal and professional growth of young people. In particular, a web survey will have to be carried out among all young people and companies involved in the mobility experiences and some interviews will be carried out on 10 particularly significant cases (5 in Sicily and 5 in Malta).

Place and Date

Signature and Stamp
