

NETINVET

QUESTIONS AND ANSWERS TO UNDERSTAND THE NETWORK

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1° WHAT IS NETINVET?

NETINVET is a European network of training centers and companies from 10 countries of the European Union, where mutual trust has been established in order to provide learners with mobility opportunities during their training pathway and enable recognition of learning outcomes acquired during mobility periods with ECVET. Today, the network pertains to training programs in the field of international trade, but it is inclined to extend to other training courses within the trade and services sector.

NETINVET is:

- A quality approach based on quality charters and a label
- A shared reference for training in the field of trade
- A process going towards transfer and recognition of learning outcomes with ECVET
- A tool to facilitate monitoring and implementation of mobility for network members

2° WHO CAN BE A MEMBER? WHAT ARE THE PREREQUISITES?

⇒ Training centers that offer training at level 4 or 5 of the European Qualifications Framework in the field of international trade are inclined to be members of NETINVET. The training provided must be compatible with the shared reference "assistant in international trade" in terms of learning outcomes and training units. Training centers can fill-in the membership request form available on the homepage of the website www.netinvet.eu. This membership request is not committing, it means that the NETINVET steering committee will process the request.

Network membership is subject to the payment of an annual fee (the amount varies depending on your country) and the signing of the quality charter.

⇒ Professional organizations involved in the construction process and / or certification of vocational training in the sector of international trade. The membership request is submitted to the NETINVET Steering Committee. Network membership is subject to the payment of an annual fee (the amount varies depending on your country) and the signing of the quality charter. Professional organizations undertake to facilitate mobility by involving their members and disseminating the shared reference "assistant in international trade".

3° WHY SHOULD I BECOME A MEMBER? WHAT IS THE ADDED VALUE OF THE NETWORK?

NETINVET is a European network of training centers and companies from 10 countries of the European Union, where mutual trust has been established in order to provide learners with mobility opportunities during their training pathway and enable recognition of learning outcomes acquired during mobility periods with ECVET.

⇒ NETINVET network provides to its member training centers:

- Shared references for a certification in international trade to facilitate the mobility of their learners through privileged partnerships
- Accredited host training centers in 10 countries member of the network
- Partner companies ready to welcome trainees in work placement pre-selected by member training centers and accredited by NETINVET steering committee
- A process of monitoring and recognition of mobility operations
- Quality charters to ensure mobility operations
- A website www.netinvet.eu dedicated to the network, offering a public part to promote the network and a private section reserved for its members
- Facilities to find partners, through a reliable database of companies and training centers managed and updated continuously
- Assessments of joint mobility operations by the various actors in the network (training centers, companies, learners)
- Tools for capitalization, transfer and validation of learning outcomes acquired by their learners
- Opportunities for exchange, contact and sharing of best practices: a genuine openness to Europe!

⇒ NETINVET network provides to its member professional organizations and companies:

- An opportunity to become actively involved in the process of vocational training, for well-prepared trainees to answer their needs
- A way to promote the vitality of the organization at European level in the field of vocational training
- A guarantee to work with training centers accredited by the network, for a qualitative cooperation (quality charters to ensure quality mobility operations...)
- Motivated trainees willing to acquire professional experience in an intercultural context
- Opportunities for exchange, contact and sharing of best practices: a genuine openness to Europe!

4° I AM A TRAINING CENTER, HOW CAN I BECOME A MEMBER OF THE NETWORK?

Training centers that offer training at level 4 or 5 of the European Qualifications Framework in the field of international trade are inclined to be members of NETINVET. The training provided must be compatible with the shared reference "assistant in international trade" in terms of learning outcomes and training units. Training centers can fill in the membership request form available on the homepage of the website www.netinvet.eu. This membership request is not committing, it means that the NETINVET steering committee will process the request. It will decide if the training center is able to join the network.

Network membership is subject to the payment of an annual fee (the amount varies depending on your country) and the signing of the quality charter.

5° I AM A PROFESSIONAL ORGANIZATION, HOW CAN I BECOME A MEMBER OF THE NETWORK?

Professional organizations involved in the construction process and / or certification of vocational training in the sector of international trade may submit a membership request to the steering committee by sending an e-mail to contact@netinvet.eu.

The message must be written in English and must include:

- A presentation of the professional organization

- The motivations for joining the network.

The request is processed by the steering committee NETINVET: network membership is subject to a fee (the amount varies depending on your country) and the signing of the quality charter. Professional organizations undertake to facilitate mobility by communicating towards their members and disseminating the shared reference "assistant in international trade".

6° I AM A COMPANY, HOW CAN I TAKE PART TO THE NETWORK?

Companies can become partners of the network by taking part to vocational training of learners preparing a curriculum in link with the shared reference "assistant in international trade"

- by proposing work placements
- by assigning tasks to trainees enabling them to acquire and develop appropriate skills and competences
- by preparing the work placement in link with the referent training center member of the network.

Companies can become a sustaining member of the association NETINVET by providing financial support to develop and sustain its activities.

7° WHO DECIDES IF MY MEMBERSHIP REQUEST IS ACCEPTED?

NETINVET steering committee decides on the admission of members. The steering committee is composed of 6 to 12 active members elected by the General Assembly and coming from the two colleges comprising the General Assembly, namely:

- The "Education and Training college", gathering training centers
- The "Economic Life college", composed of professional organizations

8° WHAT HAPPENS IF MY MEMBERSHIP REQUEST IS ACCEPTED?

You will receive a confirmation e-mail, opening the access rights to services provided by the network. Beforehand, you will have to commit to accept the quality charter of network quality and pay the membership fee decided by the General Assembly of the network.

If you are a training center, you can create your profile on the site www.netinvet.eu and benefit from its services (visibility of your training center, access to contacts of the partner institutions ...)

9° HOW IS THE NETWORK ORGANIZED AND MONITORED?

NETINVET is a non profit association under French law in compliance with the prescriptions set forth in the July 1, 1901 Law.

The association is composed of active members (training centers and professional organizations which have committed to pay the annual fee) constituting the General Assembly. Each member is allocated one vote in the General Assembly.

The General Assembly is composed of two colleges (the "Education and Training College", composed of training centers and the "Economic Life College", composed of professional organizations") and elects a steering committee composed of at least six members and a maximum of 12 active members. The steering committee elects within its members a Chairman, a Vice-Chairman and Treasurer. The Steering Committee is responsible for administering the Association, within the limits of its scope and provided an adequate General Assembly oversight.

More specifically, the Steering Committee is assigned to:

- implement the Association's mission, as approved by the General Assembly;
- decide on the admission status of Association members;
- delegate the Association's day-to-day management to the Chairman;

- take all decisions related to the Association's resource management and conservation, with emphasis on decisions involving: funding allocations, the eventual leasing of premises required to fulfill the Association objectives, and staff management issues;
- determine the Association's budget and monitor its annual accounts;
- propose annual fees amounts;
- designate the Scientific Committee members. The Scientific Committee members have a role of proposal and expertise on the orientations and actions of the Association.

10° WHAT IS THE LEGAL STATUS OF THE NETWORK?

NETINVET is a non profit association under French law in compliance with the prescriptions set forth in the July 1, 1901 Law. Each member is allocated one vote in the General Assembly and takes part to decision making. The General Assembly elects a steering committee composed of 6 to 12 active members.

11° WHAT ARE THE SERVICES MEMBERS CAN BENEFIT FROM?

⇒ NETINVET network provides to its member training centers:

- Shared references for a certification in international trade to facilitate the mobility of their learners through privileged partnerships
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⇒ NETINVET network provides to its member professional organizations and companies:

- An opportunity to become actively involved in the process of vocational training, for well-prepared trainees to answer their needs
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12° WHAT ARE THE DUTIES OF MEMBERS?

Members of the association commit to:

⇒ Respect the network quality Charters

⇒ Pay an annual fee to the Association, according to the amount established by the General Assembly.

⇒ Participate actively in setting up mobility operations for learners (hosting and receiving)

⇒ Promote and favor in-training and in-company mobility:

- By conveying a positive image of the network

- By monitoring mobility operations on the private part of www.netinvet.eu website created for this purpose.
By enriching the network documents and databases on www.netinvet.eu (new company contacts, mobility offers...)
- By participating actively in the dissemination of shared reference "assistant in international trade"

13° WHY IS THERE AN ANNUAL FEE?

The annual fee, whose amount is fixed by the general assembly of the network, enables the association to fulfill its statutory mission by:

- Streamlining the search for partners, notably by offering access to a reliable database of companies and training centers that is maintained and updated on a regular basis,
- Promoting the mobility of learners both on training courses and work placements abroad, in particular by setting-up support tools (guides, quality charters, seal of approval, mobility documents...),
- Ensuring the flow of information and exchanges of good practices within the network, via a set of tools designed to facilitate internal and external information flows (an exchange forum, presentation brochures, Website, etc.),
- Coordinating external communications on the network and on behalf of members in order to extend the network to new training centers, countries, companies, etc.,
- Informing and training trainers and in-company tutors responsible for hosting foreign learners,
- Coordinating the members' search for funding,
- Providing assistance to members on the submission of European applications (mobility, in-company internships for teachers, mobility of trainers, etc.),
- Guarantying the quality of the training offered by network members by sharing good practices,
- Building mutual trust by systematizing the activities undertaken to ensure transparency within the network member countries.

The fee is to cover part of the costs (operating, communications, entertainment, travel) generated by these activities.

14° CAN WE WITHDRAW FROM THE NETWORK?

Any member may resign at any time by a simple letter addressed to the Chairman of the Steering Committee. The fee already paid for the current year remains retained by the association.