

**ERASMUS+ PROGRAMME**

Promotion Youth Employment in Prompt Areas in Jordan/ Job-Jo

Project Number: 598428-EPP-1-2018-JO-EPPKA2-CBHE-JP

**Minutes of the Kick-off Meeting**

Mutah University

**Karak-Jordan**

**February 24th - 26th, 2019**

**ebruary 24, 2019**

Venue: The Main Theatre/Student Deanship at MU

|  |  |
| --- | --- |
| Day 1: Mutah University/Student Deanship Affairs Theatre  مسرح عمادة شؤون الطلاب  Sunday, February 24, 2019 | |
| **The Opening Ceremony first day 24-2-2019**  **Session 1** | |
| 9.30 – 10.00 | Registration |
| 10:00 – 11:30 | Opening Ceremony under the patronage of H.E. Professor Thafer Y. Assaraira  The president of Mutah :   * Dr Saif Nawayseh (Director on International Office) * Prof. Thafer Y. Assaraira: President of Mutah University * Prof. Omer Maaitah Coordinator of JOB-JO Project, * Prof Prof. Sa'eb A. Khresat: President of JUST * Prof. Mohamed Horani:President of TTU * Prof Abdelkareem Qdah: President of UJ * Prof Najib Abu Karaki: President of AHU * Mr. Ibraheem Al-Karaky: Mayor of GKM |
| 11:30 -12:00 | Coffee break |
| 12:00-14:00 | Session (2): Stakeholder meeting: over 50 companies and public bodies chaired by Prof Omer Maaitah |
| **Speakers**   * Chairman of Karak Council: Mr Sayel Majalee * Karak Chamber Room: Mr Sabri Aldalaeen * Engineering Institute –Karak Branch: Eng. Wessam Majalee * Karak Municipality: Mr Saleh Obisat * Yousef Trawneh Company for construction * Water Authority in Karak: Samer Maaitah * Karak Innovation Club: Nizar Tarawneh * Aqba Rail way: Wael Awad * Karak Maniciplity: Saleh Obisat * General discussion between Stakeholders and consortium of JOB\_JO about unemployment in Remote area * Recommendation |
| 14:00-15:00 | Lunch at Mutah University: Family Club |
| 15:00-17:00 | Tour in Mutah University and Karak Municipality |
|  | Back to Hotel |

|  |  |
| --- | --- |
|  | Day two 25-Feb-2019 (Monday): Dead Sea-Hilton |
| Session (2): Chaired by Prof Ahmed Al-Salaymeh | |
| 09:30– 11:00 | 1. Introduction about Partners (Organization, staff, role in the project) 2. UJ Prof. Ahmed Al-Salaymeh 3. AHU Professor Suleiman Al Khattab 4. TTU Prof. Mohammad Abd-Araheem Al-Mahasnh 5. GKM by Zubeida AL-Madadha 6. Mutah University by Saif Nawayseh 7. JUST by Prof. Fahmi Abu Al-Rub |
| 11:00-11:30 | Coffee break |
| 11:30-12:40 | 1. MPWH Eng. Ghaith Nawaiseh 2. HTWK Prof.Dr. Al Ghanem 3. INT@EUG Juman Ebdah 4. ISLA Prof. Isabel Vilaça 5. UCY Georgia (Zeta) M. Kapitsaki |
| 12:40-13:30 | Presentation on ***Financial Management*** by the National Erasmus+ Office – Jordan (Prof. Ahmad Abu-el-Haija and Dr. Reem Alkhader) |
| 13:30-14:00 | Coffee break with Snack |
| 14:00-14:30 | JOB-JO in Brief, (Leader by MU)   1. Objectives 2. Expected results and impact |
| 14:30-16:00 | WP1: Networking by Prof. Fahmi Abu Al-Rub (Leader by JUST)   * 1. Networking and list of Stakeholder Members.   2. Questionnaire study including local. Community.   3. Analysis the study.   4. Sustainability plan |
| 16:00-17:00 | General discussion |

|  |  |
| --- | --- |
|  | Day Three 26-2-2019 (Tuesday): Dead Sea-Hilton  Session (2): Chaired Prof. Fahmi Abu Al-Rub |
| 09:30 –10:30 | (WP2) Development: Establishing Business Network Bureau (Leader by Int@E& HTWK)  2.1 Scoping and Market Needs Analysis.  2.2 Purchasing equipment, Installation and preparation the Bureau.  2.3 Training to study of the experience of European. |
| 10:30 –11:30 | (WP3) Development: Organization the Activity of the Bureau by (UCY)  3.1. Training of Trainers of the Career Centers,  3.2. Development of methodical base for training,  3.3. Training activity,  3.4. Creation and updating JOB-JO Web site and database,  3.5. Creation of network model |
| 11:30-12:30 | Coffee break |
| 12:30 –13:30 | (WP4) Quality: Quality assurance ((Leader by ISLA)  4.1 Quality Committee.  4.2 External Evaluation.  4.3 Monitoring and Evaluation Plan.  4.4 Reports (Reports of Monitoring Committee). |
| 13:30- 14:30 | (WP5) Dissemination & Exploration: (Leader by UJ).  5.1. Dissemination of project activity and its results: presentations, workshops, events.  5.2. Participation in regional Labour Fairs.  5.3. Carrying out Conference and info days.  5.4. Dissemination plan |
| 14:30-15:00 | Coffee break with Snack |
| 15:00-16:00 | WP6 Management: JOB-J in Brief, (Leader by MU)  Activities and scheduling  Financial Management |
| 16:00– 17:00 | Open Discussion |