

**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

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| Day 1: Mutah University/Student Deanship Affairs Theatre مسرح عمادة شؤون الطلابSunday, 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
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| 14:00-15:00 | Lunch at Mutah University: Family Club |
| 15:00-17:00 | Tour in Mutah University and Karak Municipality  |
|  | Back to Hotel |

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|  | 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
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| 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
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| 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
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| 16:00-17:00 | General discussion |

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|  | Day Three 26-2-2019 (Tuesday): Dead Sea-HiltonSession (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 schedulingFinancial Management |
| 16:00– 17:00  | Open Discussion |