



MoreThanAJob Kick-off Meeting

27th and 28th November 2019

Agenda

Wednesday, 27th of November 2019 (First Day)

09:00 – 9:30	Registration
09:30	Welcome / introductions
09:35 – 10:30	Presentation by Project Coordinator: Overview of the project
10:30 – 10:45	Presentation by Project Coordinator: Overview on the updated work plan: timeline and partner roles
10:45 -11:15	Partners' presentation (all) All participating organizations present their profile related to the project work tasks (3 minutes per partner) : <ul style="list-style-type: none">– Name of organization/institution/department...– Main activities in relation to the project tasks– Team: who will be involved in the tasks implementation
11:15 – 11:45	Presentation by Project Coordinator: Management/Reporting aspects: reporting templates, internal communication platform, management information system MIS...
11:45 – 12:00	Coffee break
12:00 – 13:00	Presentation by W2 leader - An-Najah National University (ANNU): Detailed discussion of WP2: Communication. All Partners involved in WP2 discuss details of activities and future work
13:00 – 14:00	Presentation by WP3 leader - Ministry of Public Works & Housing (MPWH): Detailed discussion of WP3: Social schemes & sub-grant. All Partners involved in WP3 discuss details of activities and future work Social schemes & sub-grant (EU Experience) : Eurotraining Educational Organization (EUROTRAINING)
14:00 – 15:00	Lunch break
15:00 – 16:00	Presentation by WP4 leader - Business Consultancy and Training Services (BCTS): Detailed discussion of WP4: Public institutions



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involvement and training.

All Partners involved in WP4 discuss details of activities and future work

16:00 – 17:00	<p>Presentation by WP5 leader - CESIE: Detailed discussion of WP5: Development of the MoreThanAJob portal.</p> <p>All Partners involved in WP5 discuss details of activities and future work</p>
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Thursday, 28 th of November 2019 (Second Day)

09:30 – 10:30	<p>Presentation by ENI CBC MED Eastern Mediterranean Branch Office: ENI CBC MED Programme - Financial flows, Project monitoring and reporting, etc : Dr. Esmat AlKaradsheh</p>
10:30 – 11:30	<p>Summary of Deliverables, Activities, Milestones and Events during the first year, all partners</p>
11:30 – 12:30	<p>Coffee break</p>
12:00 – 13:00	<p>Presentation on Existing Situation in Partner Countries (unemployed , refugees and uneducated), All partners</p>
13:00 – 14:00	<p>Lunch</p>
14:00 – 15:00	<p>Presentation by Project Coordinator: Financial management aspects :</p> <ul style="list-style-type: none"> – Presentation of overall budget lines per output/partner – Draft of budget allocation during the first pre-financing period and discussion.
15:00 – 15:30	<p>Arrangements for next meeting and wrap up of kick-off meeting</p>
15:30	<p>Discussion and Closing</p>