

# Erasmus Programme for Public Administration



## Origin & purpose

The **Erasmus Public Administration** programme was launched in 2008 on the initiative of the European Parliament. It is organised and managed by the European School of Administration (EuSA) with the aim of helping new national civil servants dealing with EU affairs, and through them their administrations, to learn more about EU history, decision-making processes and how the institutions function.

## What to expect

### **Networking**

Meet fellow public administrators, share experiences, exchange ideas and best practice and build a new network across the Member States.

### **EU Institution visits**

Visit the EP Hemicycle, attend a midday Press Briefing and visit the European Council as well as the House of European History.

### **Job-shadowing**

Experience 2.5 days job shadowing at an EU institution or agency.

### **Gain knowledge**

Through presentations from high-level officials from the EESC, Court of Justice, EEAS, Court of Auditors, Committee of the Regions, EDPS and the Ombudsman office, the participants will learn about the EU institutions. They will also participate in a simulated Council Working Party and receive a practical introduction to the main principles of multilingual communication.

## Organisation

Two 10-day sessions are held each year (Spring and Autumn) with a maximum of 45 participants per session. EuSA carries out the selection and nomination of participants based on proposals from the Member States Permanent Representations of the EU.

## Eligibility Criteria

In order to be eligible, candidates must:

- a. be a national of one of the countries referred to in Article 38b of C(2014)5680;
- b. be employed by a national, regional or local administration in one of the countries referred to above;
- c. have been recruited within the five years preceding the deadline specified in the call for applications and have completed at least six months' service;
- d. work at a level equivalent to that of an administrator in the EU institutions and in a field involving particular aspects of the EU;
- e. never have been employed by, or completed a period of work experience (e.g. as a trainee), in any of the EU institutions or another body.

## Administration and logistics

All travel expenses (local and overseas) and most meals, are paid by the participant or the sending authority.

EuSA will organise and finance the accommodation for the duration of the programme. Should any participants choose to arrive earlier or remain in Brussels after the programme has ended, the extra nights' accommodation should be paid by the participant or the sending authority.

## What participants said...

*"If you have an opportunity to take part in this programme, go for it, after two weeks in Brussels you will leave with knowledge, experience and insights but also fun, new connections and friends."*

*"A great opportunity to see the EU from another perspective."*

*"This programme enhanced my knowledge about the EU, and allowed me to establish a new network of colleagues from all over Europe."*

# Erasmus Programme for Public Administration



## Eligibility criteria explained

The Erasmus for Public Administrations programme is for **officials in EU member states**, who are **new to public service**, where first-hand experience of the **work in the EU institutions** can directly **benefit their current, daily tasks**.

Commission Decision C(2014)5680 states:

"In order to be eligible, candidates must

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- be employed by a national, regional or local administration in one of the countries referred to above;
- have been recruited within the five years preceding the deadline specified in the call for applications and have completed at least six months' service;
- work at a level equivalent to that of an administrator in the EU institutions and in a field involving particular aspects of the EU;
- never have been employed by, or completed a period of work experience (e.g. as a trainee), in any of the EU institutions or another body."

### What is the purpose of these rules?

To ensure that the programme benefits as many new national civil servants as possible in the member states and at the right target level.

