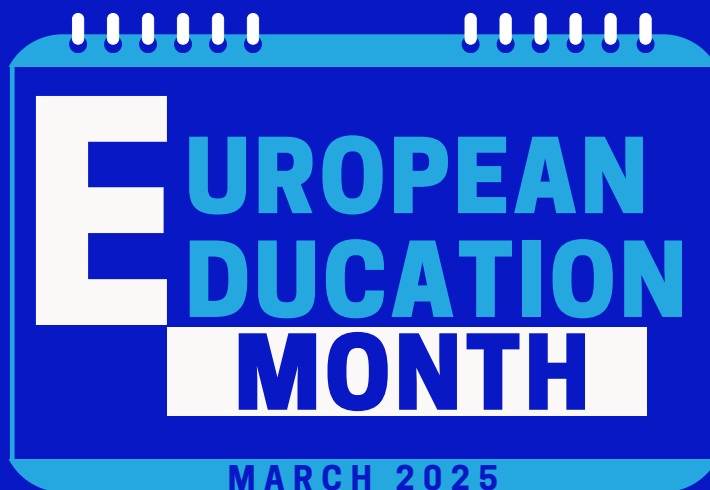




**EDUCATIONAL LEADERSHIP  
NETWORK EUROPE**



# **CALL FOR WEBINARS & EVENTS**

**2024 - 2025**





# CALL FOR WEBINARS & EVENTS – EUROPEAN EDUCATION MONTH 2025

## Table of contents

<b>OBJECTIVE OF THE CALL FOR WEBINARS &amp; EVENTS OF 2024-2025 .....</b>	<b>2</b>
<b>TOPICS.....</b>	<b>2</b>
ACHIEVING THE EUROPEAN EDUCATION AREA OBJECTIVES.....	2
DIMENSIONS OF COLLABORATIVE LEADERSHIP .....	3
PREPARING FOR CHANGE .....	3
COLLABORATIVE LEADERSHIP FOR THE FUTURE .....	4
<b>FORMAT .....</b>	<b>4</b>
ONLINE EVENTS .....	4
<i>Suggested Webinar Formats</i> .....	5
<i>Technical Support</i> .....	6
IN-PERSON/HYBRID EVENTS .....	6
<b>HOW TO PARTICIPATE .....</b>	<b>7</b>
WHO CAN APPLY? .....	7
HOW TO SUBMIT THE PROPOSAL? .....	8
DEADLINE AND NEXT STEPS.....	8
<b>SELECTION CRITERIA.....</b>	<b>9</b>
<b>ETHICAL AND PRIVACY GUIDELINES .....</b>	<b>9</b>
WEBINAR CODE OF CONDUCT .....	10
RECORDING & DATA COLLECTION .....	10
UNDERAGED PARTICIPANTS IN VISUAL MATERIALS & ONLINE EVENTS .....	12





### Objective of the Call for Webinars & Events of 2024-2025

Are you planning an online, hybrid, or in-person event for **March 2025** that focuses on **collaborative educational and school leadership**? We'd love to hear from you!

In March 2025, ELNE will organise the **European Education Month**. From Monday the 3<sup>rd</sup> to Monday the 31<sup>st</sup> of March, the [ELNE website](#) will be buzzing with activity, bringing to its community a wide and diverse catalogue of webinars and events across Europe that focus on promoting and supporting collaborative leadership in Education.

Whether you already have an event in the making that explores or showcases this topic or you are inspired to create something new specifically for the European Education Month, this is the perfect opportunity to get involved.

By being part of the European Education Month, you will have the opportunity to engage with a broad and diverse audience of education professionals, researchers, and policymakers. You will be able to share your work while sparking dialogue, inspiring new thinking, and collectively moving forward in ways that benefit students, teachers, and leaders across Europe. With this Call, we invite you to submit your proposal for webinars, events, online workshops, interviews, and more.

### Topics

Under the scope of the overarching theme of the ELNE Year 2024-2025 '**Dimensions of Collaborative Leadership – Exploring Together**', the European Education Month (EEM) will focus on **Collaborative Leadership for the Future of Education**, exploring the current and future trends, diverse angles and multiple standpoints. Within this theme, we have identified the following subtopics and questions that we would like our ELNE Community to help us explore.

### Achieving the European Education Area objectives

Considering that ELNE aims to collect relevant research and practices to support the achievement of the **European Education Area objectives** by 2025, we ask ourselves what role that collaborative leadership play in:

- **Basic skills and key competences:** Improving quality and equity in education and training by ensuring that all EU citizens have the right to high-quality inclusive education and training, in line with the European Pillar of Social Rights and UN SDGs;





- **Initial and continuous training:** Supporting teachers, trainers and school leaders, in their respective professions within adjusting to changing needs and future of education, and providing them with high-quality initial education and professional development opportunities;
- **Digitisation and retention:** Promoting the development of high-performing digital education and enhancing digital skills and competences of EU citizens by quality teaching and school leadership with the support of students and parents;
- **“Green” education:** Encouraging the education and training sector to take action to contribute to the green transition and to strengthen the sustainability competences of all the learners, parents, teachers, and school leaders.

### Dimensions of Collaborative Leadership

As a richly diverse network, in ELNE we often find ourselves trying to establish a common understanding and vocabulary for certain concepts. This is also the case for Collaborative Leadership, a complex notion constituted by many dimensions. In our efforts **to identify and support such elements**, we ask ourselves the following questions:

- What conditions are necessary for collaborative leadership to be effective in educational institutions?
- Does Europe currently have the capacity to support those conditions that allow for effective collaborative leadership in Education?
- How do we predict that these dimensions will shift and evolve to adapt to changes in education? Are there any current examples that hint towards this evolution?

### Preparing for Change

In recent years, the European education systems have gone through multiple unexpected crises. Learning from these experiences means realising that educational institutions need to be adaptable and resilient. At ELNE we believe that Collaborative Leadership is the key to unlocking the full potential of our education systems. During the European Education Month we aim to explore **the ways in which collaborative leadership can help educational institutions become future-ready.**

- How can collaborative leadership help educational institutions build resilience?
- How does collaborative leadership affect the decision-making process of educational institutions in the face of change?





- What are the best practices for using collaborative leadership to design and implement crisis response plans?

### Collaborative Leadership for the Future

As we look toward the future of education, we identify various trends and wonder where collaborative leadership stands among them. With upcoming disruptions related to the rise of digital learning, increasing diversity in student populations, and the need for more flexible, adaptive learning environments, we deem it crucial to put Collaborative Leadership at the centre, being the ultimate goal and the means to address these issues.

- What trends do we see for the future of education? Where does collaborative leadership stand among them?
- What current and future challenges can be tackled through Collaborative School and Educational Leadership? (i.e., digital divide, low basic skills, low quality of education, educational staff shortage, etc.) What is the role of collaborative leadership in these processes?
- How can these lessons be transferred and scaled up across Europe?

### Format

This Call is destined to gather applications for **two different types of events**.

- **Online events**
- **In person/hybrid events**

The selected applications will become part of the European Education Month's (EEM) catalogue of events, being streamed live and featured on the ELNE website.

#### Online events

**Webinars, online conferences, workshops, and more that you are planning to organise for the European Education Month.**

Do you have an idea for an online event that touches upon the topics mentioned above? Whether it is a workshop, a panel or an initiative that you would like to showcase, this is your chance to organise your own webinar as part of the EEM!

You are free to choose the subject and format of your webinar, as long as it fits the topic of '**Collaborative Leadership for the Future of Education**'. If selected, you will be provided with a platform, along with technical assistance to carry it out. Your webinar will therefore be broadcasted and





promoted by ELNE and have the branding of the EEM. You bring the ideas and expertise and we take care of the rest!

The promotion and management of registrations for the webinar will take place on the ELNE website. This will ensure maximum visibility of your event, as it will reach all members of the ELNE Community. As the webinar will take place online and will be open for anyone to register, this is the perfect opportunity for you to showcase your work to a wide variety of relevant education stakeholders from all over Europe.

### Suggested Webinar Formats

Draft your agenda, choose your preferred format, and submit your proposal! Below we are listing the webinar formats and lengths that we find most engaging and collaborative and that we are particularly excited to see throughout the EEM. This is not an exhaustive list, the choice is yours!

#### **1) Panels (90 mins) – Open discussion between multiple speakers + Q&A:**

We invite you to organise an online panel that brings together diverse voices and perspectives from across the educational landscape. To enhance collaboration, we encourage sessions to promote dialogue across different stakeholder groups, offering insights from varied standpoints. The goal is to create an environment where stakeholders can openly exchange ideas, challenge assumptions, and work together to explore the opportunities and challenges of Collaborative Leadership in Education.

Panels should aim to engage participants through interactive discussions, Q&A sessions, or even collaborative problem-solving exercises, making the webinar not just informative but a space for collective action and learning.

#### **2) Interactive labs (90 mins) – Open conversation with the audience:**

The objective of this type of webinar is to foster deep engagement with the audience, allowing organisers and participants to collaboratively explore a specific question or challenge. Through active participation and discussion, these sessions aim to create solutions and generate insights that benefit all attendees.

For organising an interactive lab webinar, we suggest having one or two facilitators with expertise on the topic to guide the session, ensuring that the audience takes an active role in the discussion. To promote engagement, you might consider using a tool like Slido, Padlet or similar, allowing participants to contribute ideas and questions in real time. The organisers can moderate this tool, with ELNE available to offer technical support if needed.





### 3) Online Peer Learning Activities (30 mins) – An educational institution showcasing an initiative first-hand:

These Online PLAs will provide a chance for educational institutions to showcase their most inspiring initiatives for Collaborative Leadership first-hand. We are interested in seeing the dynamic between the different members that are part of these initiatives, hence, the webinar should ideally include speakers from various stakeholder groups that are part of this collaboration.

To enhance the experience, we suggest that the speakers connect from a commonplace, ideally where the action is at! At the EEM we are looking forward to seeing your institution, meeting your community, and making this webinar a special day for you!

### 4) Interview (30 mins) – A one-on-one with an expert:

Our favourite thing about the ELNE Community is the diverse expert knowledge that we share and exchange with each other. This format is particularly dynamic and engaging as it offers the participants the opportunity to hear in-depth insights from an expert or specialist in the field, asking questions that dive into their experiences and ideas on the topic. By organising an expert interview, you not only showcase cutting-edge knowledge but also create a memorable, interactive experience that will leave your participants inspired and informed.

#### Technical Support

- All **technical details** including the management of registrations, hosting the webinar on an online platform, and technical support before and during the webinar will be **carried out by ELNE**.
- Regarding **language**, you will be able to organise your webinar in any of the EU languages. Live interpretation will be provided for the viewers in their own language. However, **the proposal needs to be submitted in English**.
- If your webinar requires the use of special features such as polls or other **interactive tools**, this will be communicated to the ELNE team in advance and they will be in charge of designing and launching these tools to fit your needs.

#### In-person/hybrid events

**Conferences, peer learning visits, workshops, and more that you are organising/attending in March 2025.**

In order to create a catalogue of events that are taking place in Europe during March 2025 and that touch upon the topic of **Collaborative Leadership**, we





invite you to share with us the abstract and draft agenda of the events you are organising or attending during this month. Whether it is hybrid or fully in-person, we will make sure to make it visible to our Community.

Once approved by our selection committee, the event will be promoted on the ELNE website to boost registrations and visibility of the event. Being featured in the European Education Month can offer an invaluable opportunity to make sure that the outcomes of your work reach all kinds of stakeholders from the Education and Training sector.

**Manage the promotion and registrations of your event directly on the ELNE website!** Tailor-target the dissemination to those groups of stakeholders and nationalities that are most relevant for you.

You can choose to:

- 1) Live-stream your event** to the ELNE Community. If you are organising a hybrid event, you can livestream it directly on the ELNE website for a wide variety of education stakeholders. The recording will continue to be available on the ELNE repository after the EEM.
- 2) Organise a hybrid session** as part of your in-person event where a member of the ELNE Community can participate. You will have access to a wide network of education stakeholders representing education managers, practitioners, researchers, students, parents, and policymakers from all over Europe to contribute their expertise to your event.
- 3) Share with the ELNE Community the highlights and 'outcomes report'** of your event.
- 4) Or all 3 at the same time!**

All these events and publications will become part of the ELNE repository that will continue to be accessible to the ELNE Community members after the European Education Month.

## How to participate

### Who can apply?

This Call for Webinars & Events is open to all public and private education and training **entities** operating at European, national, regional or local levels.

These entities can be foundations, public entities, networks, NGOs, universities, schools, companies, regional authorities, municipalities, associations, etc. with no geographical restriction, although priority will be given to those established in a European country, understood as the 46 Member States composing the [Council of Europe](#).







## How to submit the proposal?

You can submit your proposal by following these steps:

- 1) If you haven't yet, **sign up to the ELNE website**
- 2) Once logged in, go to **Calls for Proposals > Call for Webinars & Events**
- 3) Select the **type of activity** you would like to apply to.  
⇒ There is no limitation to the number of applications per person/entity.
- 4) Fill out the **application form** and **Send!**

Some things to remember while filling out your application:

- The webinar/event can be in **any EU language**. Live interpretation will be provided for the audience. However, **the application must be submitted in English**.
- Applicants may submit more than one proposal **by filling out the application form again**. Therefore, each proposal must be presented in a separate application. In the case that more details are required from the submitted proposal, you will be contacted using the contact information provided in the application form.

**Should you have any questions about this procedure, please contact [contact@elnenetwork.org](mailto:contact@elnenetwork.org)**

## Deadline and next steps

- 1) Applications will be accepted until **6<sup>th</sup> of December 2024**.
- 2) You will be contacted by e-mail by ELNE ([contact@elnenetwork.org](mailto:contact@elnenetwork.org)) in **December 2024** to communicate the results of the selection process.
- 3) In case that your proposal is selected, we will share with you the **'Event Guidelines'** and begin coordinating for the organisation of your webinar/event.
- 4) Closer to the date of the event, we will organise online preparation meetings to make sure that all technical elements are in order.
- 5) After the event:
  - The **online recordings** of the events will be uploaded to our YouTube channel and website.
  - The **Outcomes Reports** will be posted on the ELNE website alongside pictures and media from the event (provided by the organiser/participants).





### Selection criteria

The applications will be reviewed by the ELNE Steering Group, and Research Committee to ensure the quality and relevance of the proposals.

The proposals will be assessed against the backdrop of the criteria listed below:

- **Completeness:** the application must provide a complete and detailed description of the event. Incomplete applications will not be considered.
- **Relevance:** The theme of the webinar/event must be directly related to the topic of this call, 'Collaborative Leadership for the Future of Education' and priority will be given to those proposals that most clearly fall under one or more of the sub-topics laid out in the "Topics" section of this document.
- **Time frame:** only applications for events taking place in the period from Monday, 3rd of March 2025 to Monday, 31st of March 2025 will be considered.
- **Collaborative aspects:** Collaborative Leadership must be present as a main element of the event, either directly as the topic of discussion or indirectly by exploring the involvement or perspectives of different education stakeholders in relation to the main subject matter of the webinar/event.
- **Synergy:** One of ELNE's main priorities as a network is to promote and strengthen the synergy between practice, research, and policy. Therefore, priority will be given to sessions in which examples of this synergy can be showcased.
- **Structure:** For webinars, priority will be given to those sessions whose format is most aligned with the suggested webinar structures in the "Format" section of this document.

### Ethical and privacy guidelines

In the framework of transparency and respect, the following section pays attention to the code of conduct during the webinars, and during the collection, handling, usage, and storage of personal data & webinar recordings. The final subsection focuses on data handling when it comes to underaged participants and vulnerable communities. All ELNE members will be aware of these guidelines when organising webinars and bring this to the attention of participants.

Templates stating the rights and conditions will be shared with participants and presenters upon registration.





### Webinar code of conduct

The ELNE webinars will provide an open platform for stakeholders in the formal education and training sector to share their experiences and knowledge. In order to organise a welcoming and inclusive platform, the following rules apply for hosts, webinar presenters and participants:

1. All attendees are expected to behave appropriately and maintain professional and civil discourse throughout the webinars.
2. It cannot be excluded that attendees hear opinions or views that they do not agree with. Attendees are encouraged to consider opposing views with an open mind and respond to differences respectfully.
3. Participants can use the chat feature in Webex to leave comments and ask questions throughout the event. A moderator will be present at all webinars.
4. Participants are asked to have their microphone muted when they are not speaking, in order to minimise background noise.
5. Presenters and/or moderators will indicate when there is space for participants to unmute, for example for a Q&A.

ELNE will not tolerate the following violations:

- Violent threats or language.
- Discriminatory or derogatory jokes and language.
- Posting sexually explicit or violent material.
- Posting or threatening to post, people's personally identifying information.
- Behaviour that could be perceived as sexual attention.
- Advocating for or encouraging any of the above behaviours.

Display of any of the abovementioned violations will result in immediate removal from the webinar. Depending on the violation, a ban from any of the following ELNE webinars could be considered, to avoid repetition of incidents. The ELNE reserves itself the right to use this as a ground for the refusal of applications in any other ELNE call.

### Recording & data collection

For knowledge sharing and dissemination purposes, the webinars will be recorded. Therefore, the Network needs to follow the EU GDPR regulations. In broad, these regulations state:

*"[The GDPR] Regulation lays down rules relating to the protection of natural persons with regard to the processing of personal data and rules relating to the free movement of personal data. This Regulation protects fundamental rights and freedoms of natural persons and in particular their right to the protection of personal data.*





*The free movement of personal data within the Union shall be neither restricted nor prohibited for reasons connected with the protection of natural persons with regard to the processing of personal data.”<sup>1</sup>*

When it comes to the participation in and recording of webinars, the key point is to provide detailed information about the data that will be collected, the management of the data, and the purposes the data will be used for, before participants are asked to give consent.

The following information is specific to the European Education Month and states the collection of data, processing of data, use of data and the retaining of data, including the right to withdraw consent. This is therefore specific to the ELNE webinars and hybrid sessions hosted as part of the European Education Month. The webinars will be hosted through the platform 'Webex'.

The formal organiser of the online events (hosting) will be the ELNE-coordinating partner EFEE. EFEE will also be referred to as 'The data handler', as they will be the organiser of the webinars (legal entity).

The webinar analytics and personal data will be stored in EFEE's private CRM -Eudonet-, which is the same webpage that hosts the ELNE website and all other ELNE-related information. Data collected in the context of the ELNE project will only be used for ELNE purposes and will not be used for other aims unless consent is given separately. Specific anonymised information will be shared with ELNE partners who are in charge of specific tasks that are necessary for the successful completion of ELNE results. This data will be stored only until the end of the ELNE project funding period unless specified otherwise.

The recordings of the webinars will be edited and published in the ELNE YouTube account. They will then be embedded in the ELNE Website and made public for everyone.

Anyone signing up as a speaker, organiser, moderator or participant, needs to be given all information on the collection, processing, storing and using of their data and give consent to the organiser. Everybody includes adults and underaged participants alike.

The data that will be collected encompasses the following topics and reasons for collection and use:

- **(full) Name:** for the purpose of having a contact person & personal addressing.

---

<sup>1</sup> GDPR. "Article 1 GDPR: Subject-matter and objectives". <https://gdpr-info.eu/art-1-gdpr/>. Accessed October 30, 2023.





- **E-mail address:** for the purpose of contacting participants about the evaluation of the webinar.
- **Organisation:** for the purpose of mapping the variety of participants.
- **Role in education:** for the purpose of registering the audiences that are being reached and to identify potential stakeholders that are not in the scope of the current network yet.
- Confirmation that the participant is 18+ for consent purposes.
- **How they heard about the project** for the purpose of mapping current communication streams and improving methods of communication.
- **The webinar(s) they attended** for the purpose of identifying (overlapping) interests, across stakeholders and topics in the field of educational environments.

**Recording of the webinar** will be made for learning and dissemination purposes. **The participant has the choice to** turn on their camera, with the assumption of all cameras and microphones being turned off. Participants can opt to turn on their camera and microphones. This is on a voluntary basis, however by doing so they automatically consent to the recording of their camera and/or microphone as per the recording of the overall webinar.

The recordings of the webinar will be uploaded on youtube and the ELNE website via a secure link. The webinars will also be uploaded to the **European School Education Platform**.

Recordings and/or screenshots of the webinar can be used for the purpose of dissemination and promotion on the ELNE social media and website and for the promotion and dissemination by ELNE partners.

### Underaged participants in visual materials & online events

The Network has the aim of addressing all stakeholders in formal educational environments. Underaged participants are a major stakeholder in Primary-, Secondary- and (to an extent) Vocational education. The handling of data belonging to underaged participants, however, is, as it should be, strictly regulated and follows slightly different rules than for adults.

Although on a basic level GDPR rules still apply, the United Nations Convention on the Rights of the Child (UNCRC) is considered as leading.<sup>2</sup> In short this means that general consent cannot be obtained for the recording of underaged participants in photos and videos.

---

<sup>2</sup> OHCHR. (1989). Convention of Childs rights. Accessed 31 October 2023.  
<https://www.ohchr.org/en/instruments-mechanisms/instruments/convention-rights-child>





Every single use of material that contains a minor, needs to be acknowledged and/or authorised by the parent or legal guardian, every time it is used.

If underaged participants are to be included in the webinars in any visual or auditory capacity (speakers or participants with the possibility of opening their camera or microphone), the webinar organiser will need to get in contact with the ELNE coordinator (EFEE) at least 2 months in advance to the webinar in order to arrange all practicalities and necessary forms for consent of the legal guardians.

Other possibilities of involving underaged participants in webinars in a safe manner is through their participation in interactive activities throughout the webinar either in the chat or with interactive tools such as Kahoot.

