

Terms of the open call



for VET teachers and trainers · 10-day programmes built around microgreens · Athens · no deadline

Version 1 — 12/09/2026 · English version; the Greek text is binding and prevails.

1. Organiser

Name	EVEC Athens (hereinafter “EVEC”) — ΕΥΡΩΠΑΙΚΟ ΕΘΕΛΟΝΤΙΚΟ ΚΑΙ ΕΚΠΑΙΔΕΥΤΙΚΟ ΚΕΝΤΡΟ (European Voluntary and Educational Center Athens), a Greek non-profit association (σωματείο)
Registered office	Kallistratous 89, 157 71 Zografou, Athens
Contact	vet@evec.org.gr · EVEC replies within two (2) working days

2. Nature of the call

2.1 Open call. This is a call for expressions of interest (πρόσκληση εκδήλωσης ενδιαφέροντος) for programme proposals. It is always open and has no deadline: proposals may be submitted at any time and are examined in the order in which they are received.

2.2 Purpose. The purpose is to build a pool of trainers and ready programmes (hereinafter the “pool”; Μητρώο in the Greek text), which EVEC may present to partner vocational schools in the European Union. The programmes are intended for groups of learners whom EVEC hosts within Erasmus+ VET mobilities; the sending school receives the Erasmus+ grant and EVEC is the host organisation. When a school chooses a programme from the pool, EVEC, as the organiser, concludes a contract with the trainer who proposed it and pays the trainer (sections 8 and 9).

2.3 No commitment. At this stage EVEC is only collecting proposals. Subject to sections 10 and 11, submitting a proposal and being admitted to the pool do not constitute an agreement or a contract and create no obligation for either the applicant or EVEC. EVEC does not guarantee that any school will choose the programme, nor any number of bookings.

3. Programme format

3.1 Duration and hours. Each programme lasts ten (10) days: six to seven (6–7) days at a training venue in Athens arranged by EVEC, and three to four (3–4) days of educational visits to companies or laboratories in Attica, which the trainer proposes. It comprises forty (40) hours of in-person training, led by the trainer personally. The teaching language is English.

3.2 Learners. The groups consist of foreign VET learners, usually aged 15–19 and often minors, accompanied by teachers from their school. Each trainer takes up to twenty (20) learners; groups of more than 20 are given a second trainer on the same terms.

3.3 Subject and materials. The programme may concern any vocation, provided that it is connected to microgreens, in line with EVEC’s methodology, which uses microgreens as an educational tool. EVEC provides the venue and the microgreens growing materials; any other materials and their cost are agreed with EVEC before the programme is offered to a school.

4. Who can submit a proposal

Proposals may be submitted by VET teachers or trainers, and by professionals in the vocation, from any country. The following conditions are checked at submission as “met” or “not met”; the documents in section 8 are requested only when a school chooses the programme.

- (1) a university degree relevant to the vocation, or documented professional experience in it;
- (2) English at level B2 or higher, stated in the CV and checked at the interview (6.1); no certificate is required;
- (3) the ability to be in Athens for the programme at their own cost; EVEC does not pay travel or accommodation.

5. Submission

5.1 Steps. The applicant: (a) downloads the proposal template from the call post on evec.org.gr and completes it in English, in no more than six (6) A4 pages, as a Word or PDF file; (b) fills in the online form linked from the post, which requires signing in with a Google account (free of charge), makes the declarations it requires and uploads the proposal, a CV in English stating their level of English, and evidence of experience in the vocation.

5.2 Without a Google account; more than one proposal. Applicants without a Google account email the same files to vet@evec.org.gr, with section 12 of the template completed (the form’s other answers and declarations). Each form covers one proposal; the same person may submit more than one proposal, using a separate form for each.

5.3 Confirmation. EVEC confirms receipt by email within two (2) working days and gives the proposal's reference number.

6. Assessment

6.1 Procedure. Proposals are assessed by EVEC in the order in which they are received. Conditions (1)–(3) of section 4 are checked first. Applicants who meet them are invited to a short online interview in English, in which the proposal is discussed; if the English shown is clearly below level B2, condition (2) is not met.

6.2 Scoring. Proposals that meet the conditions are scored out of 120:

CRITERION	WHAT IS ASSESSED	POINTS
Programme proposal	Quality and realism, learning outcomes, link with microgreens, educational visits.	40
Experience in the vocation	Relevance and length of the documented experience.	30
Teaching experience	With teenagers or VET learners.	20
English	Level, as shown by the CV.	10
Interview	Discussion of the proposal and of how it would be taught.	20
Total		120

6.3 Admission to the pool. Proposals scoring at least **70 of the 120 points** are admitted to the pool. EVEC may ask for revisions to the proposal and communicates the result by email. A proposal that is not admitted may be improved and resubmitted three (3) months after the result is communicated.

7. The pool

7.1 Duration, updating, withdrawal. Admission is valid for twenty-four (24) months from its date and may be renewed; admission and its renewal count as updates of the proposal. The trainer may update or withdraw their proposal at any time, by email to vet@evec.org.gr.

7.2 Presentation. EVEC may present the programme (title, summary, day plan, the trainer's name and professional profile) to partner schools and on its website, and may suggest adaptations so that it fits a school's request.

8. When a school chooses a programme

EVEC contacts the trainer; the dates and the daily schedule are agreed with the school. Before the contract is signed, the following are required:

- (a) **Payment document.** The trainer must be able to issue a lawful payment document under the tax rules that apply to them. Those taxed in Greece need a business registration (έναρξη εργασιών) with ΑΑΔΕ (the Greek tax authority) under a training ΚΑΔ (activity code), so that they can issue a Τιμολόγιο Παροχής Υπηρεσιών (invoice for services), or another lawful route confirmed by an accountant.
- (b) **Permit or declaration.** Employees of the Greek public sector, including teachers in public education, need for each engagement the permit for paid private work (άδεια άσκησης ιδιωτικού έργου με αμοιβή, article 31 ν. 3528/2007), which is granted before the contract is signed and never retroactively. It takes about 1–2 months to be issued, so EVEC offers dates with enough lead time. Private-sector employees submit a υπεύθυνη δήλωση (solemn declaration under Greek law) that the work takes place outside their working hours and that their employment contract allows it.
- (c) **Protection of minors.** Because, under article 1 §1 of ν. 3727/2008, anyone who has been prosecuted or convicted for sexual offences against children is excluded from any work involving contact with children, Greek citizens submit a recent αντίγραφο ποινικού μητρώου γενικής χρήσης (criminal record certificate for general use) and a υπεύθυνη δήλωση on any pending prosecutions; citizens of other countries submit an equivalent recent certificate from their country of citizenship and a corresponding declaration.
- (d) **Written contract.** The engagement begins only when a written contract between EVEC and the trainer is signed.

9. Fee and payment

9.1 Fee. The fee is **€880 in total per trainer for each programme delivered (40 hours, €22 per hour)** and is EVEC's total cost, including any VAT; EVEC is not subject to VAT. Preparation is not paid. Travel and accommodation in Athens are at the trainer's own cost.

9.2 Payment. The fee is paid by bank transfer to an account in the trainer's name within fifteen (15) days after the programme ends and the lawful payment document is received, whichever is later.

9.3 Tax withholding. Statutory deductions apply. Where Greek tax law requires it, EVEC withholds 20% income tax, on the amount before VAT, from self-employed trainers taxed in Greece whose fee exceeds €300 (article 64 ΚΦΕ, the Greek Income Tax Code).

9.4 Contribution under article 39 §9 ν. 4387/2016. If, in the month of the payment document, the trainer's income from services comes only from EVEC and at most one other client, the law requires EVEC to pay ΕΦΚΑ (the Greek

social security body) a contribution corresponding to an employer's contribution and to withhold the insured person's contribution. EVEC's total cost remains €880 and the contract fee is reduced accordingly; at the 2026 rates, for a payment document without VAT, it becomes €749.70 (EVEC contribution €130.30) or, for persons insured under the former ETAA fund, €731.02 (EVEC contribution €148.98). The case is decided before the contract is signed, on the basis of a υπεύθυνη δήλωση by the trainer.

9.5 Other obligations. Otherwise, tax, VAT, insurance and social security contributions are the trainer's own responsibility. For trainers taxed abroad, the tax treatment is confirmed before the contract is signed.

◆ 10. Intellectual property

- (a) The trainer keeps authorship of and copyright in their proposal.
- (b) By submitting it, the trainer grants EVEC a free, non-exclusive licence to describe, present and promote the programme to schools and on its website, with the trainer's name, for as long as the proposal remains in the pool.
- (c) EVEC does not deliver the programme with another trainer without the author's written consent.
- (d) Teaching materials produced during an Erasmus+-funded mobility may be subject to the programme's open-licence requirement.
- (e) EVEC's microgreens methodology and EVEC's own materials remain EVEC's.

◆ 11. Personal data

11.1 Controller, purposes, legal basis. The controller is EVEC Athens (section 1). Data are processed to assess the proposal, keep it in the pool, contact the trainer about bookings and conclude contracts. The legal basis is article 6(1) (b) GDPR (steps taken at the request of the data subject before entering into a contract, and performance of the contract) and, for tax and social security obligations, point (c) (compliance with a legal obligation).

11.2 Recipients and criminal records. The form runs on Google Forms. The details listed in 7.2 may be shared with partner schools and published on EVEC's website. Criminal record data are requested only for the check in 8(c); the fact that the check was carried out is recorded and no copy is kept longer than necessary.

11.3 Retention and rights. Data are kept for twenty-four (24) months from the last update of the proposal (admission and its renewal count as updates, 7.1) or until its withdrawal, whichever is earlier; documents of contracts concluded are kept for as long as the law requires. The rights of access, rectification, erasure, restriction, objection and portability are exercised at vet@evec.org.gr. Complaints may be lodged with the Hellenic Data Protection Authority (Αρχή Προστασίας Δεδομένων Προσωπικού Χαρακτήρα), www.dpa.gr. Full notice: <https://evec.org.gr/privacy/>

◆ 12. Changes and governing law

EVEC may change these terms; each new version carries a number and a date and is announced on the call post on evec.org.gr. The Greek text is binding; this English version is provided for information and, if the two differ, the Greek text prevails. These terms are governed by Greek law.

Athens, 12/09/2026 — For EVEC Athens, the President, Mirlena Charisi