

**International Seminar  
„Impact and Challenges of the Economic  
Crisis on Human Resource Management  
in Public Administration”  
4.-5. February 2010, Tallinn, Estonia**

*Call for applications*

**The Ministry of Finance of Estonia, the State Chancellery of Latvia, the Main Department of the Civil Service of Ukraine and the Institute of Administrative Science „Paul Negulescu” from Romania would like to announce the regional Workshop on Human Resources Management, by inviting government officials to apply.**

**The workshop is organized as a part of the Multi-Country Activity (MCA):** “Government action in response to economic downturn” under the auspices of the UNDP Regional Centre for Public Administration Reform (RCPAR). The overall aim of this MCA is to increase expertise of public administrators in the region, in restructuring the government to overcome the crisis. The project includes several activities: *The 5<sup>th</sup> Annual Public Management Summer Institute “Restructuring Government to Overcome Crisis* in Latvia, two workshops on specific thematic areas, and two comparative research studies.

**The main purpose** of the workshop is to enhance the knowledge of, and to facilitate sharing of experiences amongst selected public administrators in the area of human resource management. In addition, the workshop will be the opportunity to give input for comparative study on human resources management that will be conducted as a follow-up activity.

The workshop is a joint effort of organizations involved in promoting public administration reform in the region through sharing of knowledge and experiences, and improving the existing methodologies. It is financed by the RCPAR. The workshop is prepared in close cooperation with the Ministry of Finance of Estonia. Moreover, the workshop builds upon several other activities implemented in Estonia and other countries in the regions: *The 5<sup>th</sup> Annual Public Management Summer Institute “Restructuring Government to Overcome Crisis* in Latvia and other initiatives dealing with public administration reform in the region.

The target audience of the workshop is government officials with experience in human resources management. There will be a total of 12 participants from the Europe and CIS region and additional participants from Estonia.

***The Program***

The workshop will last 2 days – 4<sup>th</sup> and 5<sup>th</sup> February 2010. It will combine training, presentations of country cases and preparation of a methodology for the follow-up comparative study.

**The main themes of the seminar are:**

- Impact of financial austerity measures to the administrative capacity and motivation of civil servants;
- Challenges of the crisis to the motivation systems (salary arrangements) and to the organizational structures;

- Alternative scenarios for the human resources management after crises (internal and external programmes for staff transformation).

**Day 1** will focus on lectures and discussions related to different aspects of human resource management during the crises. Applicants are encouraged to indicate in the application form the themes they would prefer to include in this part of the program. Also the first group of country presentations will be made.

**Day 2** will include second part of the country presentations. Also participants will work with the research methodology for comparative research on human resources management. There will be also lectures and conclusion of the seminar.

**Country presentations:** Participants will be required to prepare country presentations regarding their previous experience in using the agreed format. Guidelines for the presentations will be sent to the participants in advance. It is expected that each participating country will have at least one presentation.

**Follow-up:** After the workshop, participants will be required to use the agreed research methodology and finalize the country cases according to the deadlines, which will be discussed during the workshop.

The working language will be English.

### *Application Guidelines*

If you are interested in participation, please fill in the application form (see attached) and submit it by e-mail to [karin.narep@fin.ee](mailto:karin.narep@fin.ee) according to the following deadlines:

- by **28 December 2009** – applicants, who do need visa to travel to Estonia;
- by **5 January 2010** – applicants, who do not need visa to travel to Estonia.

**Due to the visa and travel arrangements constraints, applications submitted after the deadline will not be accepted.**

Please, indicate your personal details including passport details – preferably a scanned copy of your passport – by e-mail along with the application form in order to facilitate your visa application. More information about the visa conditions and requirements is available <http://www.vm.ee/?q=en/node/4039>.

The 12 non-Estonian participants will receive a fellowship from RCPAR that will cover the workshop participation related expenses. Application for the workshop (except for those coming from Estonia) is at the same time an application for the RCPAR fellowship. In other words, being selected for the workshop, it also means that you will be provided with the RCPAR fellowship, so there is no need for a separate application.

The main criteria applying for selection of participants include:

- The number of years of experience in the national or regional level in public administration institutions (minimum 5);
- The extent of previous involvement in human resources management;
- Ability to present the country case.



**RCPAR**

Regional Centre for  
Public Administration Reform

All participants are also expected to be fluent in English language.

The selection process will also take into account the number of applications from the same country.

The selection of participants will be finalized **by 12 January 2010**.

After the selection, the organizers will send confirmation as well as logistical and administrative details. The organizers will also provide support in arranging travel and visas.

If you have any questions please contact organizers:

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