ERASMUS+ KA1 · TEACHER TRAINING COURSE

English for Project Management

5 Days • Mellieha, Malta • OID: E10406068

About the course

This course develops the practical English that teachers and education staff need to run projects and Erasmus+ activities with international partners. Participants build project-related vocabulary and improve their spoken and written communication through real-life scenarios, workshops and collaborative activities.

From kick-off meetings and mobility organisation to crisis situations, online meetings and final reporting, participants gain clarity and confidence in everyday professional communication and cross-cultural cooperation.

Course at a glance

Duration: 5 training days

Location: ErasmusLearn Training Center, Mellieha, Malta

Language: English (B1 or higher recommended)

Who it's for: Teachers, school staff and Erasmus+ project coordinators

Level: Intermediate, minimum CEFR B1

Certificate: Certificate of Attendance

Funding: Eligible for Erasmus+ KA1 (course fees)

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What you will learn

- Expand your vocabulary for project management
- Communicate clearly with partners, orally and in writing
- Run kick-off and online meetings with confidence
- Handle mobility arrangements, crises and documentation
- Apply strategies for cross-cultural communication
- Write final reports and dissemination messages
- Share project management experience across Europe

How you will learn

Workshops led by specialists in Erasmus+ projects and ESL teachers, real-life scenarios, role-plays and team activities, with a daily question-and-answer session that reviews the previous day's content.

Course language

English. B1 level or higher is recommended. Practical, hands-on activities make it easy for everyone to take part with confidence.

What's included

- Europass Mobility.
- Certificate of Attendance, for participants who attend at least 80% of the course.

Course Agenda

DAY 1 · Welcome & Orientation

- Welcome, practical arrangements and course timetable
- Presentation of participating organisations
- Icebreakers and introduction to the course

DAY 2 · Starting a Project with Partners

- Needs analysis: English for project management
- Key project management vocabulary
- Before the project: communicating with partners
- Kick-off meetings: how to begin the cooperation
- Public speaking and small talk: avoiding silence

DAY 3 · Organising a Mobility

- Organising a mobility: speaking and writing skills
- Practical language: hotels, restaurants, partners
- Dealing with a crisis: emergency language
- Dealing with project documentation

DAY 4 · Cross-Cultural Communication

- Developing fluency in oral communication
- Cross-cultural communication strategies
- Verbal and non-verbal communication
- Value systems and avoiding miscommunication
- Strategies for effective online meetings

DAY 5 · Finalising a Project

- Final reports and summarising activities
- Language for dissemination and communication
- Erasmus+: objectives, priorities, actions, budget and tips for applicants
- Planning follow-up and dissemination of learning outcomes
- Course evaluation and certificates

ErasmusLearn

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Ready to join? Book your place at www.erasmuslearn.eu

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