



EuSA LEARNING CATALOGUE

Check out our updated learning catalogue, where you will find a variety of face-to-face and online courses and events, specifically designed for you.

Your EuSA Team^{☆☆}

Purpose, innovation and care for EU staff

**LEADERSHIP &
MANAGEMENT**

NEWCOMERS

KEY SKILLS

**EU TALKS
& SEMINARS**

→ Team Leaders



Lead your Team

Team leadership basics, to enable participants become (more) effective leaders of teams, with a focus on situational leadership, communication, delegation, assertiveness, and handling awkward situations.

For staff with people management responsibilities: Deputy Heads of Unit/ Division, Heads of Sectors, Team Leaders, including AST staff.

 **3-DAY WORKSHOP (CONSECUTIVE)** | 

Apply face-to-face

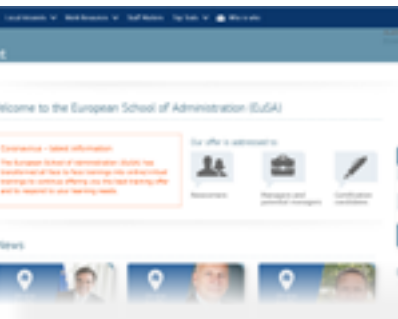
Leadership Walk for Team Leaders

Like many great leaders, Jean Monnet found his inspiration in daily walks. Follow his steps in this 1-day walk, exclusively designed for managers, to reflect on your leadership journey in a complex and ever-changing environment. Be prepared to be inspired by nature, stimulated by your peers and skilfully guided by experienced facilitators.

 **1-DAY WALK** | 

Apply face-to-face in Brussels

Apply face-to-face in Luxembourg



Interested in our entire Management training offer?

Visit our EU Learn catalogue!

EU Learn



➔ **Staff preparing for Middle Management**



To be or not to be a Head of Unit?

For administrators above grade 8, who are reflecting about taking up a position as Head of Unit or Head of Division within the EU institutions.

 **2-DAY WORKSHOP** |  

Apply face-to-face

Apply online

The Essentials of Management

Learn about the key dimensions of management in the EU institutions, the core skills required, with a particular focus on people and team management. Explore your strengths, development areas, and how to prepare yourself for a management position.

Awareness raising course for new appointed Heads of Unit and administrators above AD8 preparing for a Head of Unit/Division post within the EU institutions.

 **2-DAY WORKSHOP** |  

Apply face-to-face

Apply online

Next step: Head of Unit!

Gain insight while developing techniques and approaches to best prepare yourself for success when applying for a Head of Unit position.

For AD8 and above who are firmly decided to apply for a Head of Unit position.

 **2-DAY WORKSHOP** |  

Apply face-to-face

Apply online




Middle Managers and Team Leaders


Advanced Feedback for Managers

Learn how to receive and give feedback effectively for maximum impact, starting from observing people's personal preferences, understanding the need for psychological safety for the team, how to create it and when to use feedback or feedforward.

 **2X NON-CONSECUTIVE HALF-DAYS** |   EN

Apply face-to-face

Apply online



From Conflict to Growth - How to make disagreement productive?

Embrace conflict as an opportunity for growth and better decision making: reflecting on why conflict can feel uncomfortable and how it may disrupt the process to team performance, building self-awareness on the leader's role as part of the conflict, creating psychological safety and recognising the roles in conflict, and shifting behaviours to reframe it into productive disagreement.

 **2-DAY + FOLLOW-UP** |   EN

Apply face-to-face

Apply online



Leadership Lab

Participants will learn about the latest scientific research in leadership and be given an opportunity to develop and test their own leadership capacities.

 **3 WORKSHOPS + 2 COACHING SESSIONS** |  EN

Apply face-to-face

Apply online


 Middle Managers and Team Leaders


Unconscious Bias in Management

Unconscious biases may alter managers' judgements regarding their staff. A focus on empathy and fair judgement will help managers better handle challenging situations, foster fairness in their teams (tasks distribution, evaluation, promotion), be more creative, and help them make better recruitment decisions.

 2X NON-CONSECUTIVE
HALF-DAYS |   EN

Apply face-to-face

Apply online



Unconscious Bias in Selection and Recruitment

An inclusive workplace is not about political correctness, acceptable statistics or ticking the right boxes. Inclusive workplaces make an effort to recruit people from different backgrounds, ethnicities, genders, abilities and ages, because they know that diversity and inclusion promotes and develops creativity and talent.

 0.5 DAY WORKSHOP |   EN

Apply online

→ Middle Managers only



New Head of Unit: Sustainable Leadership Journey

For newly appointed Heads of Unit. Apply this learning path with your peers to explore leadership challenges in your new position, deal effectively with the transition, and learn to lead with confidence and care for yourself and your team.

🕒 2-DAY WORKSHOP +
2-DAY COACHING +
0.5-DAY ONLINE
SESSION



Apply



Leadership Walk for Middle Managers

Like many great leaders, Jean Monnet found his inspiration in daily walks. Follow his steps in this 1-day walk, exclusively designed for managers, to reflect on your leadership journey in a complex and ever-changing environment. Be prepared to be inspired by nature, stimulated by your peers and skilfully guided by experienced facilitators.

🕒 1-DAY WALK | 🗣️ EN

Apply





➔ **Middle Managers and Senior Managers**

➔ **Inspiration for leadership in challenging times**

In these series of residential seminars centred on EU founding figures, we invite today's EU leaders to take a step back, remember our shared European history and roots, reflect about the European Union and its current challenges, and renew their purpose and commitment. Reflections will be stimulated by the special places visited, the input of inspiring speakers and the exchanges among peers.

Robert Schuman Seminar

Robert Schuman played a pivotal role in shaping the modern European landscape with a lasting legacy as a champion of European integration. His vision of a united and peaceful Europe, where countries would work together to prevent future conflicts, has inspired generations of European leaders. This seminar takes place in France, in the area of Verdun (Douaumont) and in his house in Scy-Chazelles.

 2-DAY RESIDENTIAL | 

Jean Monnet Seminar

Jean Monnet's vision and determination laid the foundation for the Europe we know today. His unwavering determination, the inventiveness of the solutions he devised, and the effectiveness of his method of action make him still a relevant source of inspiration for EU leaders today. This 2-day seminar takes place in his house in Houjarray (France).

 2-DAY RESIDENTIAL | 



Simone Veil Seminar

Simone Veil is an inspiring figure and role model in France and Europe, well-known for her resilience, courage, wisdom, and true leadership. Through symbolic sites, we learn about her as a Holocaust survivor, a judge who defended the vulnerable, a politician who fought for human rights and as the first female EP President. This 2-day seminar takes place in Strasbourg and the Vosges (France)

 2-DAY RESIDENTIAL | 

Walking Seminar - Purpose driven Leadership

Follow Jean Monnet's footsteps in this deep-dive walk, to explore your sense of personal purpose serving Europe, your inner leadership compass and practices. Be prepared to be inspired by nature, peers and experienced facilitators.

 3-DAY RESIDENTIAL | 




 Senior Managers


First 100 Days as a new Director

Individual and peer-group support for new Directors during their critical and challenging first 100 days after appointment. Each session focuses on a relevant topic and is followed by a co-development session.


 2-HOUR (MONTHLY) |  EN

Apply



Programme for Newly Appointed Directors (NAD)

Following the First 100 Days programme for Directors, new Directors are invited to a 9-month learning path, with the following objectives: reinforcing their individual authority, presence and impact; enhancing their team's ability to drive change and organisational development to respond to the deep, complex and rapid transformation of our societies; creating a strong, supportive and influential network of senior leaders.

 5 MODULES +
4 LUNCHTIME
CONFERENCES |  EN

Apply



Leadership Walk for Senior Managers

Like many great leaders, Jean Monnet found his inspiration in daily walks. Follow his steps in this 1-day walk, exclusively designed for senior managers, to reflect on your leadership journey in a complex and ever-changing environment. Be prepared to be inspired by nature, stimulated by your peers and skilfully guided by experienced facilitators.

 1-DAY WALK |  EN

Apply



➔ A course tailored for newcomers



Transitions

A 1.5 day course, followed by the possibility of individual coaching to manage the multiple transitions many are going through (new place, first time working abroad or in another language, new work culture, etc.)



Apply

Dear new colleague,

Welcome to the EU institutions!

We have prepared this catalogue for you, to help you find your way in your new working environment. Throughout this learning catalogue, you will find a wide range of courses and events, some of them specifically recommended for new staff and identified by the following icon:




 Critical Thinking, analysing and creative problem solving / Information management (digital and data literacy)


Analysing and Solving Problems

How to identify the main elements of a problem and the impact of a crisis in solving problems. How to understand your own problem-solving style and the diversity of styles amongst your colleagues.



Apply face-to-face

Apply online



Think Again - Practical Introduction to Critical Thinking

Understand your usual ways of thinking, thoughts, habits and bias in order to take better decisions and learn to analyse information in a critical way.



Apply face-to-face

Apply online

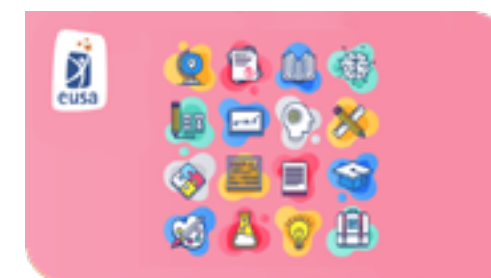


A Step towards Creativity - Let's get Started!

In this workshop, you will discover that everybody can be creative, you will further develop your creative thinking potential and discover your creative thinking profile to generate new ideas when needed.



Apply online



Fostering Innovation in the Public Service

Change your approach about the way you develop a service, a product or a policy. You will be able to generate innovative responses, to prototype the solution chosen and to define the different steps to implement it.



Apply online


 Decision making and getting results


 Self-management, resilience & wellbeing


Day-to-Day Negotiation

Preparing to negotiate; understanding negotiation styles; position-based vs interest-based negotiation; strategies, methods and tactics for negotiations; dealing with conflicts in negotiations.



Apply face-to-face

Apply online



Personal Effectiveness

Manage your time and workflow; create an effective environment to increase motivation and productivity; establish a clear communication and reporting process.



Apply face-to-face

Apply online



Facing Change

This course will help you manage your emotions and reactions when confronted with change and crisis, and to develop your strategy to better handle change.



Apply face-to-face

Apply online



Developing your Resilience

Evaluate and develop your resilience to help deal with situations in a more balanced way. Understand your feelings, needs and personal boundaries. Think positively and be creative in this new context.



Apply face-to-face

Apply online



➔ **Self-management, resilience & wellbeing**

➔ **Self-management, resilience & wellbeing**



The Resilient Mind

Discover the keys to resilience and personal growth in this transformative program. Explore the art of stress management through powerful techniques and habits, while delving into the science of attention and cognition. Master emotional intelligence to achieve balance, presence, and overall wellbeing, and learn how to foster psychological safety for enhanced team and organisational success. Unleash the potential for change by aligning with your purpose and embracing the power of connection.

5 WORKSHOPS X 2H |

Apply online

Resilience walk

The world we lived and worked in during the past years has challenged us in many ways. Taking care of oneself is not just in our own interest, but also in the interest of the people around us, and the mission we serve. Walking in nature has been proven to have positive effects on our emotional well-being, and mental health in general. It also encourages deeper levels of connection and conversation, based on better listening skills, self-reflection, and divergent thinking.

1-DAY |

Apply



Walk your Way Back to Work after Burnout

The purpose of the walks is to accompany staff from EU Institutions as they transition back to work after a burnout. The walks offer participants a moment to reconnect with nature, with oneself and with others, sharing insights together.

| 0.5-DAY

Apply



Compassion Break

Explore new ways of coping with the pressures of life through these so called "compassion breaks", short meditative exercises, often at lunch time to give you new tools to handle daily stress and annoyances through positive and generous thinking. Give yourself and others a break!

1-HOUR |

Apply online

 Working together


The Benefits of Emotional Intelligence at Work

What is emotional intelligence?
 How to understand its influence in our professional decisions and choices?
 How to identify, express, understand and manage emotions in a professional environment?

 1-DAY |   

Apply online



Quick Tools for Brainstorming

In this webinar you will discover how to think outside the box, collaborate effectively, and implement brainstorming techniques to address complex challenges. Gain practical skills to foster a creative work process and maximize your team's potential for innovation and creativity.

 2-HOUR |   

Apply online



Co-creation or No-creation

With this webinar, you will discover the power of co-creation and learn how to cultivate this essential skill, as well as get concrete steps to get started. In the end, you will be able to apply co-creation in any work group, unlocking new possibilities for success and releasing the potential of collaborative problem solving with your colleagues and stakeholders.

 2-HOUR |   

Apply online



Learning as a skill



Learning to learn: Tips and Techniques for Lifelong Learning

In this webinar, you will discover crucial concepts and methods for improving your learning, analyse and question your personal learning beliefs, and evaluate your optimal learning style.



2-HOUR



EN

FR



Apply online



Prototyping - Learning from mistakes

Discover the art of prototyping, a vital approach to actively embrace and learn from mistakes during the creative process, especially in complex contexts. In this webinar, you will gain invaluable insights into handling unknown outcomes and the predictability of errors.



2-HOUR



EN

FR

Apply online


 Communication


Communicating in the Tower of Babel

A highly participative seminar, designed to enable participants to make the most of their oral communication skills when speaking in front of a multilingual audience, as well as to make the most of the interpreting resources at their disposal.


 2.5-HOUR |  

Apply face-to-face



Improve Oral Communication through Storytelling

This course will help you become skilled storytellers and captivating presenters. You will explore the Story Building System and its various ingredients. You will have the opportunity to apply it to your work environment and create audience profiles. You will also learn about the design, purpose, audience, and structure of storytelling, as well as the visual, verbal, and vocal aspects of delivery.


 2-DAY |   

Apply face-to-face



Writing with Impact


Produce engaging and persuasive documents; use a systematic approach to writing complex documents; experience the flow of rapid writing.


 2-DAY |    

Apply face-to-face

Apply online


➔ Intrapreneurship

Here you will find our entire learning offer, latest news, upcoming events, tips on Certification and much more.

[Discover EuSA website](#)

Take a break ... visit our website!



The Art of Influence: having impact without formal power

This course will enhance your ability to analyze collective behaviors, recognize ethical influence, and drive impactful collaboration in just 1-day. Apply us for practical training with interactive exercises and engaging content.

 1-DAY |  

Apply face-to-face

Stakeholder Mapping and Actions

This webinar will enable you to gain insights into identifying and analyzing stakeholder groups, prioritise your levels of engagement, and learn valuable techniques for understanding your stakeholder perspectives.

 2-HOUR |   

Apply online





➔ Online talks on EU Knowledge and other topics

➔ EU Knowledge



Online talks

Key speakers from different backgrounds on subjects of general interest. In these lunchtime conferences, the speaker gives us useful information on current events, followed by question and answer session.

 1-HOUR |  **BILINGUAL** 

Apply

If you missed previous talks, watch the recordings here.

Watch the recordings

All you need to know about the EU: Principles and Procedures

The competences of the EU, as well as the way the Institutions exercise them, are detailed in the Treaties. In this 2 half-day course, the participants will receive a global introduction to the basic values (human dignity, freedom, democracy, equality, rule of law, human rights) and principles (subsidiarity, proportionality, conferral of competences) underlying the functioning of the Union.

 2 X 0.5-DAY |  

Apply online

All you need to know about the EU: Priorities and Policies

If you ask the people in the street what the EU does, they may quite often be able to give you a couple of examples: you will probably hear, among other things, about the Euro, about migration and asylum, Erasmus or agriculture or competition policy. When you work inside, however, you want to have a more global picture of what this one-of-a-kind organisation does.

 2 X 0.5-DAY |  

Apply online

 EU Knowledge



8 Dates of Destiny in the Building of Europe

In this short online session, our trainers will invite you on a journey through 8 important dates in the history of the building of the EU. Starting from the creation of the Coal and Steel Community and the Schuman declaration (1950), they will lead you to the most recent events which shaped the Union.

 1.5 HOUR |  BILINGUAL 

Apply online



The History and Stories behind European Integration

This course brings alive the historical and political context of the major steps in the development of the EU institutions and policies, the official history serving merely as a backdrop. The trainer explains how it all began and how the story evolved over time, bringing us to a deeper understanding of the institutions where we work today.

 1 DAY  |  EN  FR 

Apply face-to-face



Hello Brussels – Guided tours

These guided tours of the cities aim at facilitating the integration of newcomers and contributing to their wellbeing and help to combat loneliness and social isolation issues.

You are not a newcomer? The 'Hello' guided tours will take you to places that will challenge your stereotypical view of the city, or allow you to discover known areas in a different way.

 2-HOUR |  BILINGUAL 

Apply



Walking through EU history- Luxembourg

These guided tours are an opportunity to step back in time and traverse Luxembourg's streets, unlocking the essence of the EU's beginnings and evolving story. A journey that promises to enrich and challenge perspectives, making history come alive in the heart of Europe.

 2.5-HOUR |  BILINGUAL 

Apply



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LEARNING
CATALOGUE**



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