



## Chain5 as a Community of Practice – the structure

October 2020

Chain5 is an internationally operating network with the aim of independently allowing those involved in offering, developing and executing all types of qualifications at level 5 of the EQF to share knowledge and experiences with each other. The network is intended to develop this level within the European Education Area into a recognizable education sector through the contacts available for this purpose at European level. Subsequently, on this basis, its members can be supported in positioning this level within their own national education system, with the deployment of their own national networks and institutions involved in this.

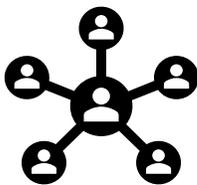
Chain5 functions as a broad Community of Practice (CoP) for this purpose. It is an intermediary platform for sharing and facilitating best practices and good experiences for and by teachers, managers, programme coordinators, policymakers, education developers, quality-care staff and all other experts who benefit from the membership of the CoP and if needed want to make a contribution to make the network function as well as possible. No distinction is made between the target groups between public funded and private education, formal and non-formal qualifications, young and adult learners, employed people and jobseekers, and other classifications, in order to ensure that everyone within the CoP can participate.

Chain5 strives to be seen by all stakeholders in the world as *the* European network of expertise in the field of EQF-5. To this end, the network is an open, accessible and actively operating network in which knowledge dissemination takes place for and by members in all kinds of ways.

In addition, Chain5 works together with a lot of other international organizations, networks and associations when it comes to the positioning of EQF-5. Individual or collaborative efforts are made to contribute to the possibilities that are seen through the European Commission and research agencies as increasing the chances of deploying a 'European Level 5 Area' for updating national education systems and related developments.

### Organizational model Chain5

As an independent network, Chain5 is a foundation under Dutch law and as a result of that it has no profit motive. Membership is (for the time being) for free and open to anyone who wants to be involved in activities that are developed within Chain5. Membership can be personal, on behalf of an institution, network or organization or as a representative of another CoP or association.



Chain5 has the structure of a network organization. A characteristic of this is that concrete activities are organized around clusters of activities with their own responsibility for those involved.

In addition, there are thematic groups, each of which falls under one of the organizational clusters and has a number of members who lead such a group, in view of the result and purpose within the CoP.

From the central goal of Chain5, these activities are remotely facilitated and coordinated by the board of the foundation.

Chain5 has an Executive Committee (EC) for strategic and executives matters. Each organizational cluster has at least one representative in the EC.

The members of Chain5 are invited to participate in the realization of the various clusters and the associated theme groups.

The time investment of the members of the EC, the cluster managers and all others who contribute to the organization of Chain5 is on a voluntary basis. Chain5 has no compensation for this, unless further agreements have been made with the board on the basis of specific contributions to activities.



Chain5 requests a financial contribution for participation in conferences and other meetings that are organized under the responsibility of Chain5. This income is also used for covering the costs that are important for the maintenance of the CoP, such as the expenses that have to be incurred for the organization of activities, visits to partner organizations and networks, participation in conferences, representation of Chain5, maintenance of the website and further communication, as well as for memberships of other organizations and networks.

The management of all financial matters and their accountability rests with the board of the Foundation.

#### **Board of the Chain5 Foundation**

As of September 1, 2020, the board of the CHAIN5 Foundation has the following members:

Hans Daale, president

Jan Nienhuis, treasurer / secretary

Eric Aldewereld, member

#### **Executive Committee**

As of September 1, 2020, the Executive Committee has the following members:

Eric Aldewereld

Jo Bayens

Hans Daale

Herman den Heeten

Suzanne Koster

Jan Nienhuis

Roland van der Poel

Jan Nienhuis

#### **Role of the Executive Committee**

The EC has a facilitating and coordinating role towards the community. Its members act as 'portfolio holders' for the clusters of activities related to this and the associated thematic groups.

This means that they have a leading role when it comes to the functioning of the thematic groups, partly in view of the contacts with those who manage a thematic group, the individuality of a theme and the involvement of the members of a group. They have the final responsibility for the cluster, within the agreements made in the EC when it comes to the general approach, and using the budget linked to a cluster.

The thematic groups also look at the objectives and those involved. In this way, this can concern a group that reflects the stakeholders of the CoP, also taking into account the local, regional, national and international input.

Progress, insofar as it concerns activities initiated on behalf of Chain5, is discussed periodically within the EC. For activities with financial consequences for the foundation, in addition to the budget that is drawn up annually, a decision about this is made in the foundation's board, in conjunction with the proposals made by the EC for the clusters and the thematic groups belonging to a cluster.

#### **Organizational Clusters Chain5**

The organizational clusters, as of 1 September 2020, are listed below, along with the members of the Executive Committee that are involved. A number of tasks are also mentioned for each cluster, but are not exhaustive.

#### ***Organizing Annual Conferences and related activities of the CoP***

(Eric and Suzanne)

- Focused on the annual CoP conference and its spin-offs
- Organization of meetings for theme clusters and related activities

### ***Study trips***

(Roland and Herman)

- Organizing study trips for CoP members and others who want to participate via CHAIN5
- Organization of activities at the request of external parties, in consultation with the CoP
- Organization of 'study visits' to members who want to organize a conference or workshop study day at their own location

### ***Support and initiate investigations***

(Herman and Jo)

- Involvement in studies either on its own initiative or at the request of other organizations
- Analysis of research reports on usability for the CoP
- Delivery of summaries thereof, for the website

### ***External Relations***

(Hans, Jo and Eric)

- Focus on maintaining contacts with relevant networks (VET4EU2 / EURASHE / WFCP / European Commission / Cedefop / ETF / OECD / EPALE, etc.)
- Act as a contact person and see which other members can contribute, now and in the future
- Informing about developments, whether or not to follow this together with other organizations
- Preparing memos based on current affairs, make them internationally available to the CoP
- Leading an international theme group, focused on international developments
- Conferences etc. by COP members
- Participate in activities of other organizations upon request
- Provide short publications about this on the website
- Represent CHAIN5 where relevant

### ***Organization of the digital platform, available for the theme groups***

(Eric and Nina Spithost as chair of the thematic group internationalization)

- Focus on facilitating CoP
- Organization and management
- Other provisions for members
- Digital community

### ***Communication***

(Eric and Suzanne)

- Communication strategy in general
- Communication with members
- Newsletters
- Website
- Social Media

### ***Secretariat***

(Jan and Hans)

- Member administration
- Registrations for activities
- General correspondence

### ***Financial management***

(Jan and Hans)

- General billing
- Billing activities
- Accounting control
- Taking care of all matters of importance to the Foundation
- Manage account
- Drawing up budget (in the board)



### **Thematic groups**

Below are the thematic groups, including the names of those who are leading such a group, based on the state of affairs on 1 September 2020.

During the Annual Conference, workshops are held for each thematic group and it can be decided to set up new groups, also at the request of the members.

1. Thematic group for 'Work-based Learning'  
*Eric Aldewereld / Mariëtte Muris*
2. Thematic group for 'Internationalization'  
*Nina Spithost / Suzanne Koster*
3. Thematic group for 'Management: Strategy, Policy and Decision making'  
*Hans Daale*