

# ZAPOSLOITEV V INSTITUCIJAH EVROPSKE UNIJE

## UČNI NAČRT PREDMETA/COURSE SYLLABUS

**Predmet:**

**Course title:**

**Članica nosilka/UL**

**Member:**

ZAPOSLOITEV V INSTITUCIJAH EVROPSKE UNIJE

EMPLOYMENT IN THE EU INSTITUTIONS

UL FU

| Študijski programi in stopnja                             | Študijska smer                  | Letnik    | Semestri    | Izbirnost |
|-----------------------------------------------------------|---------------------------------|-----------|-------------|-----------|
| Upravljanje javnega sektorja, prva stopnja, univerzitetni | Ni členitve (študijski program) | 2. letnik | 2. semester | obvezni   |

**Univerzitetna koda predmeta/University course code:**

0163078

**Koda učne enote na članici/UL Member course code:**

1807

| Predavanja<br>/Lectures | Seminar<br>/Seminar | Vaje<br>/Tutorials | Klinične vaje<br>/Clinical<br>tutorials | Druge oblike<br>študija<br>/Other forms<br>of study | Samostojno<br>delo<br>/Individual<br>student work | ECTS |
|-------------------------|---------------------|--------------------|-----------------------------------------|-----------------------------------------------------|---------------------------------------------------|------|
| 45                      |                     | 30                 |                                         | 15                                                  | 90                                                | 6    |

**Nosilec predmeta/Lecturer:**

Bruno Nikolić, Tatjana Kozjek

**Vrsta predmeta/Course type:**

OBVEZNI/CORE

**Jeziki/Languages:**

Predavanja/Lectures:

Angleščina, Slovenščina

Vaje/Tutorial:

Angleščina, Slovenščina

**Pogoji za vključitev v delo oz. za opravljanje študijskih obveznosti:**

**Prerequisites:**

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**Vsebina:**

**Content (Syllabus outline):**

1. Zaposlitev in poklicna pot v institucijah EU
2. Temeljna načela uslužbenskega sistema EU
3. Vrednote in kodeksi ravnanja uradnikov EU
4. Iskanje zaposlitve v institucijah EU
5. Procesi privabljanja, pridobivanja in izbire kandidatov za zaposlitev v institucijah EU
6. Kadrovske predpise za uradnike EU – splošne določbe ter pravice in obveznosti uradnikov
7. Kadrovske predpise za uradnike EU – uradniška kariera
8. Primerjava s slovensko ureditvijo
9. Prost pretok delovne sile v EU
10. Pripravnštvo v institucijah v EU
11. Vrste pogodb o delu v institucijah EU
12. Druge oblike sodelovanja v institucijah EU

1. Employment and career path in the EU Institutions
2. Basic principles of the EU Civil Service
3. Values and codes of conduct of EU officials
4. Finding employment in the EU institutions
5. Hiring and selection processes for employment in the EU Institutions
6. Staff Regulations for EU officials – General provisions, Rights and obligations of officials
7. Staff Regulations for EU officials – Career of officials
8. Comparison with the Slovenian system
9. Free movement of workers in the EU institutions
10. Traineeships in the EU institutions
11. Types of work contracts in the EU institutions
12. Other forms of collaboration in the EU institutions

**Temeljna literatura in viri/Readings:**

1. Berlaymont, J. (2018). Working for the EU: How to get in. London: John Harper Publishing (izbrana poglavja)
2. Kadrovske predpisi Evropske unije.
3. Kodeksi vedenja in ravnanja.
4. Predpisi in primeri dobrih praks na področju lobiranja.
5. Veljavna evropska zakonodaja, sodna praksa.
6. Druga študijska gradiva, posredovana na predavanjih in vajah ter v e-učilnico.

**Cilji in kompetence:****Cilji****Študent:**

- razume procese zaposlovanja in poklicno pot v institucijah EU,
- razume temeljna načela uslužbenskega sistema in vrednote ter kodekse vedenja uradnikov EU,
- razume procese privabljanja, pridobivanja ter izbire kandidatov v institucijah EU,
- razume kadrovske predpise za uradnike EU,
- razume različne možnosti sodelovanja in zaposlovanja v institucijah EU.

**Kompetence:**

- sposobnost razumevanja procesov zaposlovanja in poklicne poti v institucijah EU,
- sposobnost razumevanja temeljnih načel uslužbenskega sistema in vrednot ter kodeksov vedenja uradnikov EU,
- sposobnost razumevanja kadrovske predpise za uradnike EU,
- sposobnost razumevanja pravnih podlag za zaposlovanje institucijah EU, sposobnost razlikovanja in razumevanja pravnega položaja posameznika glede na različne oblike sodelovanja v institucijah EU.

**Objectives and competences:****Objectives****Student:**

- understands employment processes and career path in the EU institutions
- understands general principles, values and codes of conduct of EU officials
- understands the hiring and selection process in the EU institutions
- understands staff regulations for the EU officials
- understands different opportunities for collaboration and employment in the EU institutions.

**Competences:**

- ability to understand the employment processes and career path in the EU institutions
- ability to understand general principles, values and codes of conduct of EU officials
- ability to understand staff regulations for the EU officials
- ability to understand employment legislation in the EU institutions ability to differentiate and understand individual's legal situation, considering different forms of collaboration in the EU institutions.

**Predvideni študijski rezultati:****Znanje in razumevanje:****Študent :**

- razume procese v zvezi z zaposlovanjem in poklicnimi potmi v institucijah EU,
- razume in upošteva temeljna načela uslužbenskega sistema, vrednote ter kodekse vedenja uradnikov EU,
- primerja kadrovske predpise za uradnike EU s slovenskimi, razume pravne podlage tako za zaposlitev kakor tudi za druge oblike sodelovanja v institucijah EU,
- prepozna prednosti in slabosti posamezne oblike sodelovanja ter kritično presodi prijave bodisi za prosto delovno mesto bodisi za druge oblike sodelovanja v institucijah EU, zlasti za pripravništvo.

**Intended learning outcomes:****Knowledge and understanding:****Student:**

- understand the employment processes and career paths in the EU institutions
- understands and take into account general principles, values and codes of conduct of EU officials
- understand the hiring and selection processes in the EU institutions compares them with the Slovenian
- understand employment legislation and other forms of collaboration in the EU institutions
- recognize the advantages and disadvantages of specific form of collaboration and critically judges applications for a job or other forms of collaboration in the EU institutions (especially traineeship).

**Metode poučevanja in učenja:****Learning and teaching methods:**

|                                  |                                    |
|----------------------------------|------------------------------------|
| 1. priprava na predavanja        | 1. preparations for lectures       |
| 2. predavanje                    | 2. lecture                         |
| 3. priprava na vaje              | 3. preparations for tutorials      |
| 4. vaje                          | 4. tutorials                       |
| 5. študije primerov              | 5. case studies                    |
| 6. naloge (npr. seminarsko delo) | 6. assignments (e.g. seminar work) |
| 7. e-učenje                      | 7. e-learning                      |
| 8. konzultacije                  | 8. consultations                   |
| 9. medpredmetno sodelovanje      | 9. cross-curricular collaboration  |

| Načini ocenjevanja:                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | Delež/Weight | Assessment:                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1. a) pisni izpit in/ali ustni izpit, sestavljen iz dveh delov b) dva pisna kolokvija                                                                                                                                                                                                                                                                                                                                                                                                         | 60,00 %      | 1. a) Written and/or oral exam consists of two parts b) two written colloquium                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
| 2. sprotno delo oz. aktivno sodelovanje (npr. samostojno in/ali skupinsko delo, naloge, e-učenje, testi, eseji, seminarsko delo, zagovor seminarskega dela) Pri oblikovanju ocene predmeta se upošteva rezultate tistih delnih obveznosti iz točke 2, ki jih je študent pridobil do roka, določenega za posamezno obveznost. Pri oblikovanju ocene predmeta se upošteva rezultate tistih delnih obveznosti iz točke 2, ki jih je študent pridobil do roka, določenega za posamezno obveznost. | 40,00 %      | 2. Assignments (individual and/or group work, (home)works, e-learning, tests, essays, seminar work, presentation of the seminar work) When forming the final grade of the course, those results of the partial activities (see point 2) are taken into account that have been acquired before the deadline of a specific activity of collaboration. When forming the final grade of the course, those results of the partial activities (see point 2) are taken into account that have been acquired before the deadline of a specific activity of collaboration. |

| Ocenjevalna lestvica:                                    | Grading system:                                                |
|----------------------------------------------------------|----------------------------------------------------------------|
| 5 - 10, pri čemer velja, da je pozitivna ocena od 6 - 10 | 5 - 10, a student passes the exam if he is graded from 6 to 10 |

**Reference nosilca/Lecturer's references:**

1. Kozjek, T., Ferjan, M. in Žnidaršič, A. (2017). Perception of job security - empirical evidence from Slovenia. *Journal of East European management studies*. 22(3), 287–314.
2. Kozjek, T. in Franca, V. (2020). Talent management in the public sector. *Central European public administration review = Srednjeevropska revija za javno upravo*, 18(2), 53–71.
3. Kozjek, T. in Bandelj, A. (2023). Analysis of workaholism and burnout among employees of administrative units and two selected banks in Slovenia. *Central European public administration review = Srednjeevropska revija za javno upravo*, 21(2), 97–118.
4. NIKOLIĆ, Bruno, PEVCIN, Primož. How to improve sustainability of the Schengen agreement on open borders?. International migration. [Online ed.]. February 2022, vol. 60, iss. 1, str. 244-257.
5. NIKOLIĆ, Bruno. The compatibility of private health insurance schemes with EU law : applying the health insurance exception beyond substitutive private health insurance. The Cambridge yearbook of European legal studies. 3. jun. 2020, vol. 22, str. 156 - 181.
6. NIKOLIĆ, Bruno. Grška kriza in prihodnost evroobmočja. Javna uprava, ISSN 1318-2277, 2010, letn. 46, št. 3/4, str. 91-119, 176-177.
7. NIKOLIĆ, Bruno. The impact of the services directive on the Slovenian legal system. V: SANTIAGO
8. BARDUTZKY, Samo, GREIF, Martina, NENDL, Živa, NIKOLIĆ, Bruno, PAVLIČ, Sandra, SKUBIC, Zoran. Slovenia. V: BURGORGUE-LARSEN, Laurence (ur.). La Charte des droits fondamentaux saisie par les juges en Europe = The Charter of fundamental rights as apprehended by judges in Europe, (Cahiers européens, 10). Paris: Pedone. cop. 2017, str. 623-650, graf. prikazi.