

# capacity Practicum

The objective of this initiative is to familiarize the officials of Tourism Administrations (national, regional and/or local) with the different activities of the UNWTO's programme of work, offer a specialized training course and create networks among these officials and with UNWTO officials with a view to contributing to the general objective of the UNWTO.Capacity programme, that is, to reinforce the capabilities and knowledge of these officials.



## Duration and frequency:

The duration of each Practicum is two weeks. This initiative is held twice a year, with one session in May/June and the other in October/November.

## Place:

Headquarters of the UNWTO.Themis Foundation in the Principality of Andorra and the UNWTO Headquarters in Madrid

## Language:

English, French and/or Spanish

Each Practicum is carried out in one or two of these languages, depending on the session.

## Programme of work:

During this initiative, public officials of the Member States have the opportunity to meet with all the persons in charge of the technical programme departments and the Regional Representations of UNWTO and the UNWTO.Themis Foundation team, thus providing them with detailed information on the programmes of each of these departments.

The programme of activities is complemented by conferences, seminars and technical visits dealing with concrete aspects of tourism policy, strategy and tourism destination management. Each session focuses on a specific subject area, to which the specialized course given at each Practicum is devoted.



### Benefits:

- Familiarization with the programme of work of UNWTO and its UNWTO.Themis Foundation, the staff members in charge of programme areas and of the regional representations
- Acquisition of additional knowledge on tourism policy, destination management, or technical subjects of interest to officials of tourism departments of the public administrations.
- Participation in technical visits to tourism destinations in Spain and Andorra, as well as in meetings with local tourism authorities, directors of destination organization and the private sector.
- Participation in discussions with officials of UNWTO and of other Member States
- Integration into the Practicum Network composed of government officials of the Member States who have participated in the different sessions of this programme.

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### Practical arrangements:

The candidates selected to participate in this programme will be provided with accommodation throughout the duration of the UNWTO.Practicum plus a small stipend to cover meals. All officials will be responsible for their transport from their country of origin to the place where the Practicum begins (normally Barcelona, Spain) and their return to their country of origin (normally from Madrid, Spain).

Before the start of the UNWTO.Practicum, all the candidates must certify that they are covered by an insurance policy against all risks and provide a medical certificate stating that they are in excellent health.

### Prerequisites for participation:

- A potential participant must be a public official or manager occupying a high-level tourism-related post with decision-making responsibilities in the government of a UNWTO Member State, duly recommended by the senior tourism representative of the central government. In the case of a decentralized administration, the participant must be a regional or local tourism public official, duly recommended by the administration the participant belongs to and by the senior tourism representative of the central government.

- Sound professional experience in the public sector, and several years of active employment in that sector.
- Completed university education with a degree (undergraduate or master's degree).
- An international outlook, without necessarily having worked in international relations.
- Experience consisting of active participation in the development and execution of UNWTO programmes. Although this is not an absolute requirement, priority will be given to candidates with such experience.
- Excellent knowledge of one of the following official languages of the UNWTO and of the language of the edition of the UNWTO.Practicum: English, French or Spanish.
- Sufficient adaptability—both professional and personal—to be able to leave one's usual environment and participate with an international group.
- A clear idea of the professional objectives that he/she wants to achieve over the course of the Practicum and the way in which such objectives apply to his/her work in the administration or public entity of his/her country.

For further information please visit [www.unwto-themis.org](http://www.unwto-themis.org) or contact us at [sfigueras@unwto-themis.org](mailto:sfigueras@unwto-themis.org)