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| **Unit** | **CONTENT (duration) [to be prepared by partner/s]** | UK | IT | PL | ES |
| 1. Welcome | * **1 video clip by Matt presenting the training module (2’) [UK]**
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| * **1 video clip per country, in home language, presenting the training module (2’) [ALL]**
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| * **1 video clip with testimonials by social partners (2 per country) recommending the module (4’) [ALL – to be shot once partners have reviewed module’s content]**
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| * **Short written piece on the module’s what, why, for whom and how (2’ reading) [UK]**
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| * **Content outline (1’ minute reading) [ES]**
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| * **Welcome survey (online): who are you, why are you using this module, your understanding of AA, learning expectations (3’) [ES]**
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| 2. Active ageing and social dialogue. What are we talking about? | * **Initial quiz to identify perceptions and attitudes on AA (5’) [ES]**
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| * **Some excerpts (2 slides) from fieldwork (workshops & interviews) with social partners’ views on AA (5’) [ALL]**
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| * **1 VideoScribe-type clip introducing 2017 European Social Partners’ Declaration plus some country specifics (5’) [UK + ES]**
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| * **Short reading presenting a couple of institutional concepts of AA (European Commission, own country) (2’) [ES]**
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| * **1 video clip per country with testimonials of a minimum of 2 social partners on the meaning of AA [5’] [ALL]**
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| * **Why AA is important to social partners? Make-the-case 1 pager [ES]**
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| * **AA vs Age Management: Comparative checklist (5’) [UK]**
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| * **How social dialogue plays out at national, regional, organizational, and individual level? (series of short interview video clips with stakeholders) (5’) [ALL]**
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| 3. Barriers and facilitators. What to do? | **BARRIERS** |
| * **Changes in the labour market (5’) [PL]**
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| * **Workers’ health, mental, physical conditions (5’) [PL]**
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| * **Strong installed culture favouring early retirement (5’) [ES]**
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| * **Job adaptation as workers grow older (5’) [ES]**
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| * **Rampant ageism and stereotyping against older workers (5’) [IT]**
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| * **Conflictual climate of industrial relations (5’) [IT]**
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| * **Older workers’ outdated skills and resistance to retraining. Older joblessness (5’) [UK]**
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| **FACILITATORS** |
| * **Individual inclination to consider work as central part of identity, social networks and life structure [UK]**
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| * **Pensions and saving toward retirement [UK]**
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| * **Constructive and mutually beneficial social dialogue [UK]**
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| * **Interest to retain and deploy older workers’ skills [UK]**
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| * **Role of union representatives in promoting training and career development opportunities [UK]**
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| * **Reframing job adaptation practices into AA practices [ES]** [included in document on ‘Job adaptation’ as barrier]
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| * **Intergenerational relay and knowledge transfer mechanisms (e.g., apprenticeships, mentoring) [IT]**
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| * **Planning retirement [UK]**
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| * **Flexible working in late careers [UK]**
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| **Unit** | **CONTENT (duration) [to be prepared by partner/s]** | UK | IT | PL | ES |
| 4. Good practices | **HR POLICY GOOD PRACTICE** |
| * **Organisational level: bilateral fund and/or BAE system’s phase retirement model) (5’) [UK] & job adaptation (5’) [ES]** [the Spanish piece has been included in the document on ‘Job adaptation’ as barrier]
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| * **Regional level (Humber LEP / regional programmes to upskill older workers and support economically inactive back into work) (5’) [UK]**
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| * **Individual level: Midlife career review (5’) [UK]**
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| * **Involvement of retired union members in consultancy, mentoring and counselling activities in favour of youngers workers (5’) [IT]**
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| **FACILITATION OF SOCIAL DIALOGUE** |
| * **National level initiative (e.g. Solidarnosc’s work coordinating a dialogue) (5’) [PL]**
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| * **Individual level: Intergenerational Solidarity Pacts (5’) [IT]**
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| * **Bilateral bodies and funds (5’) [IT]**
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| * **Anti-ageism measures (5’) [UK]**
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| * **Positive action committee on inclusion and diversity [IT]**
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| 5. Measuring progress | * **Scale/test to appraise quality of AA at the workplace [ES]**
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| * **Timetable & progress chart with milestones to establish an AA culture at the workplace through social dialogue [UK]**
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| 6. Pool of resources | * **Expert roster (selection of national experts available for advice: names + bios + contact information) [ALL]**
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| * **Exemplary international regulations and public policies to foster active ageing at work [ALL]**
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| * **Business case for managing age better and ways in which organisations could benefit (1 pager) [UK]**
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| * **How to prevent age discrimination at the workplace: checklist [UK]**
 |  |  |  |  |
| * **Making the case for AA in front of workers (1 pager) [ES]**
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| * **Making the case for AA in front of HR managers (1 pager) [ES]**
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| * **Checklist on health and safety for older workers [PL]**
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| * **Training materials for older workers [PL]**
 |  |  |  |  |
| * **Model agreements [UK]**
 |  |  |  |  |
| * **Strengthening social dialogue on active ageing: basic tips [IT]**
 |  |  |  |  |
| * **Need adapting older workers’ job? Basic tips [IT]**
 |  |  |  |  |
| * **Good multigenerational teaming in the workplace: some tips [ES]**
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| 7. Assessment | * **Final survey (online): what did you learn, level of satisfaction, would you like to join the ASPIRE’s community of practice [ES]**
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| 8. Community of practice | * **Showcase of international initiatives for sharing good practice and innovations (e.g., North East Healthy Workplace Award) [UK]**
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| * **Expert roster indicating who has what type of specific experience in the implementation of AA at the workplace [IT]**
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| * **Message board for people to post queries and advice**
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| * **Resources board for people to upload useful documents**
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