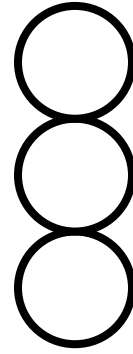


# EATA International Colloquium Manual



## 1 **Purpose of the manual**

This manual contains information which should help National Organisations and EATA officers in organizing EATA International Colloquia.

## 2 **Purpose of the EATA International Colloquia**

EATA offers special international Colloquia as a platform to strengthen professionalism; internationalism; and the development of new theories, models and methods

Explanation:

- One of the implications of TA's growth within national organisations is the potential for these national groups losing touch with EATA as an integrating organisation. National conferences, national exams, national newsletters – they all lead to a potential for a loss of international flavour. How could this growth be encouraged and still keep the multi-cultural, international spirit of TA?
- The growing professionalism of each of fields of application means that there is less 'overlap' between them. How could the needs of all fields be addressed? Do the fields need each other? Is there benefit in being open to theories from the other fields?
- And indeed from approaches outside of TA? How can we liaise in the wider fields of psychotherapy, counselling, education and organisational development, in order both to learn from them and share with them?

## 3 **Target group**

open to all EATA members at CTA level and above

Two requirements:

1. All participants have to be certified, this is not a conference or training. EATA wants to offer service to CTAs.
2. Participants and presenters come from at least two different countries.

## 4 **Duration**

one day

## 5 **Costs**

participants pay just for translation and snacks and soft drinks

## 6 Procedure

1. National organization (N.O.) applies for organization of a colloquium
3. N.O. decides about the topic of the International Colloquium
3. N.O. makes a suggestion list of 4 experts, whom they would like as presenters. These will usually be EATA – members, but also experts from other modalities can be invited
4. EATA organizes the contacts and negotiates with experts
5. EATA and N.O. make a contract about the International Colloquium and specify the date, location, topic, presenters, budget and responsibilities
6. All qualified EATA-members are invited to the Colloquium through the Newsletter and via website.
7. Some written material is produced: reflections, papers or an article for the Newsletter

## 7 Responsibilities

### EATA

- contacts the possible presenters and negotiate with them
- pays presenters' travelling costs defined by the budget
- pays for the venue defined by the budget
- pays 300.- Euro for the fee of a TA presenter; negotiates and pays the fee with presenter who is not EATA-member
- offers support for the organization through the EATA office

### National Organisation

- responsible for content and process of the day
- chooses the topic and suggests presenters
- defines the design of the day
- chooses venue
- organises the methodical part of the Colloquium
- organizes translation

## 8 Budget

- The budget is to be negotiated between EATA and the N.O. Different countries require different sums. The budget will also differ according to the number of invited presenters.

EATA's officer responsible for the Colloquium will offer every help and support.