Organizational development services

civitta **eu-LISA**

Civitta and eu-LISA have partnered under a framework contract to offer a wide range of organizational development services. These services include training, conferences, seminars, coaching, advising, e-learning, expertise, and assistance, all designed to enhance eu-LISA's talent management capabilities.

Concierge Service:

The Concierge Service is a personalized training service that helps eu-LISA staff define and achieve their learning goals through one-on-one consultations via video call or email, providing tailored guidance for their specific needs.
How to request:

1. **Submit a Request:** Visit [www…] and submit a request for concierge services.

2. **Processing Your Request:** The Civitta team will review your request and get in touch with you.

3. **Discuss Your Needs:** Civitta will propose a time for a call to discuss your development needs or provide sample training options.

4. **Provide Feedback:** After the service, Civitta will send you a survey to gather your feedback and help improve our services.

5. **Request Training (If Applicable):** If you choose a training option, submit a Service Request form to proceed.

Training services:

Predefined and approved trainings or organizational development services can be requested. Options include operational, non-operational, and language courses, tailored for individuals or groups, along with organizational development initiatives like surveys, assessments, and employer branding.
How to request:

Submit a Request: Complete the Service Request form.

Email the Form: Send the completed form to training.eulisa@civitta.com, and CC eulisa-LEARNING@eulisa.europa.eu.

(Optional) If needed, you can schedule a call with Civitta to discuss your needs in detail.

Receive Offers: Civitta will send   you offer(s)

Approve and Procure: Choose an offer and begin the procurement process.

Finalize Booking: After procurement, Civitta will confirm the booking and share the details.

Attend the Training: Participate in the scheduled training.

Provide Feedback: Civitta will send you a survey to gather your feedback.

Locations:

On-site at eu-LISA
Online: self-paced or Virtual Live Classroom
Offsite: at the training providers or other location

Examples of Trainings:

Specialised Trainings
- IT Services
- Biometrics
- Architecture and Engineering
- Artificial Intelligence
- Multimedia Production
- VoIP and Telecommunication

Organisational Development
- Human Resources Management Trainings
- Leadership and Management Development
- Health and Safety
- Communication Skills
- Personal Development
- Legal and Compliance
- Administrative and Organizational Skills
- Talent Management and Assessment

Language Trainings
- All Official EU Languages