Call for Admission Requests – Subject Matter Experts

For Curriculum and Pedagogy Design, Content Review, Training Support, and/or Strategic Advising

European Raw Materials Academy & Advanced Materials Academy

1. Company and Project Overview

Overview of EIT RawMaterials

EIT RawMaterials is a 'Knowledge and Innovation Communities' (KICs) created by the European Institute of Innovation and Technology (EIT), aimed at promoting innovation in the raw materials sector across Europe. Established in 2015, EIT RawMaterials works to secure the sustainable supply of raw materials to the European industry by driving innovation, education, and entrepreneurship along the entire raw materials value chain.

We are a knowledge-driven business and a catalyst for industrial progress. Our offerings leverage our expertise and that of our network – the world's largest network in the raw [and advanced] materials sector – which includes companies at every stage of evolution, from start-ups to market leaders, along with leading international universities, research organisations, and top experts and future talent from the sector.

Our activities span from mining and mineral processing to material recycling and substitution, focusing on increasing resource efficiency and fostering a circular economy.

We inform policy, apply knowledge, accelerate innovation, create opportunity, and unlock commercial value – for our partners and customers throughout the raw materials value chain to develop the raw materials sector as a strategic strength and foundation for a secure, sustainable future for Europe.

Our offerings are designed to help our partners and industry to be part of Europe's strategic agenda to ensure supply chain security and make the 'Green New Deal' a reality that benefits the people of Europe and partner nations.

For more information about our company please visit the following website:

https://eitrawmaterials.eu/

Overview of European Raw Materials and Advanced Materials Academies

The **European Raw Materials Academy (ERM Academy)** is a flagship initiative funded by the European Commission to support the upskilling and reskilling of Europe's raw materials workforce. In response to growing demands for sustainability, digitalization, and industrial resilience, the Academy aims to close critical skills gaps across the entire raw materials value chain — from exploration and processing to recycling and circularity. Designed to serve professionals, SMEs, large enterprises, and public authorities alike, the ERMAcademy will offer a portfolio of high-quality, future-oriented learning programs aligned with evolving labour market needs and EU policy priorities, such as the Critical Raw Materials Act and the Green Deal Industrial Plan.

As a long-term, cross-sectoral education ecosystem, the ERMAcademy is being implemented by EIT RawMaterials in close collaboration with industry, academia, and public institutions. Its mission is to

become the leading education and workforce development platform for the raw materials sector in Europe, fostering strategic autonomy, innovation, and green transition through inclusive and targeted learning opportunities.

The **European Advanced Materials Academy (EAM Academy)** is a flagship initiative funded by the European Commission to strengthen Europe's leadership in advanced materials through targeted upskilling and reskilling. In response to the fast-evolving demands of innovation, digitalization, and sustainability, the Academy aims to close critical skills gaps in the design, development, and application of advanced materials across sectors. It will support students, professionals, SMEs, large enterprises, and public authorities by offering a comprehensive portfolio of cutting-edge learning programs aligned with EU priorities such as the "Advanced Materials for Industrial Leadership" communication and the Green Deal Industrial Plan.

The EAMAcademy will also deploy talent-matching tools and work in close collaboration with EU initiatives, national education systems, and industry stakeholders. Implemented by EIT RawMaterials, the EAMAcademy aspires to become Europe's primary education and talent development platform in advanced materials, driving competitiveness, innovation, and industrial resilience.

Training delivery for both these academies will be supported by a centralized digital platform that hosts all course offerings, provides access to a network of certified education and training providers across all EU Member States.

2.   Scope of work

2.1 General Objectives:

The purpose of this call is to establish a roster of Subject Matter Experts (SMEs), Technical Evaluators, and Industry Advisors to support the implementation of the Academies. These experts will contribute to the design, evaluation, and continuous improvement of education and training programs that address Europe's skills and workforce needs across the raw and advanced materials value chains.

Experts admitted through this call may be engaged in one or more of the following categories of work, depending on their interest, experience, and expertise, as well as the needs of the Academy. Applicants will be able to select which category of work they would be interested in supporting the Academies on the application form.

2.2 Detailed Scope of Work:

Category 1: Subject Matter Experts for Course Development and/or Training Delivery

Experts in this category will provide technical and thematic expertise to guide the development and delivery of courses across the ERM and EAM Academies' portfolios. They will collaborate closely with pedagogical designers, eLearning developers, and project managers to ensure that training content is

accurate, engaging, and aligned with industry and policy priorities.

Typical tasks may include:
- Advising on course design, structure, and learning objectives for both online and blended training formats.
- Providing or validating technical source content (reports, data, case studies, industrial practices).
- Collaborating with instructional designers to translate complex technical knowledge into accessible and interactive learning materials.
- Reviewing draft course materials for technical accuracy, relevance, and consistency with EU frameworks (e.g., ESCO, EQF, CRM Act).
- Supporting the delivery of training through lectures, workshops, or other formats, as appropriate.
- Participating in the periodic review and updating of training modules to ensure ongoing relevance to labour market needs.
- Optionally, validating translated versions of training content in EU languages other than English.
- Optionally, collaborating with complementary experts (e.g., pedagogy specialists, social scientists, or industry trainers) to co-develop training content.

Category 2: Technical Experts for Evaluation of Third-Party Training Programs

Experts in this category will contribute to the **review, assessment, and endorsement of external training programs** submitted for collaboration or co-branding under the Academies. Their role is to ensure that external courses meet the required standards of quality, accuracy, and strategic alignment with EU priorities.

Typical tasks may include:
- Evaluating third-party training materials and programs for content quality, technical accuracy, and alignment with the Academies' objectives.
- Providing written feedback and formal recommendations on whether specific programs should be supported, endorsed, or invested in by the Academies.
- Reviewing course outlines, learning outcomes, pedagogical approaches, and relevance to industry skill needs.
- Participating in evaluation panels or expert review committees as required.

Category 3: Industry Experts for Course Development Roadmapping and Prioritization

Experts in this category will provide **strategic guidance** on identifying and prioritizing the most critical topics for future course development within the Academies.
They will help ensure that new learning offerings address real and urgent industry needs and support Europe's green and digital transitions.

Typical tasks may include:
- Reviewing and interpreting outcomes of needs assessments and labour market analyses.
- Identifying priority topics, job roles, and learning pathways for new course development.
- Advising on optimal delivery formats, target audiences, and credentialing approaches.
- Participating in structured workshops or consultations to refine the Academies' long-term course development roadmap.
- Providing expert insight on emerging trends and skills gaps within the raw and advanced materials ecosystem.

2.3 Expected Outcomes

By establishing this expert roster, the Academies will:
- Build a sustainable network of technical, pedagogical, and strategic advisors.
- Enhance the quality and relevance of training offerings across Europe.
- Support continuous collaboration between industry, academia, and education providers.
- Accelerate the upskilling and reskilling of Europe's workforce in alignment with the **Critical Raw Materials Act**, **Advanced Materials for Industrial Leadership**, and the **Green Deal Industrial Plan**.

3.   Procedure Overview

3.1 Overview:

Requesting admission to the Subject Matter Experts Pool is open to all interested individuals or entities.

Requests must be submitted through a form provided by the [SeedBook Platform](), to be found also via the official EIT RM website.

The form collects information necessary to review the request for compliance with the terms and conditions of the Expert Pool Framework as set forth in this document and its Annexes, as well as their interest in one or more collaboration categories.

Applicants are encouraged to review the categories described in Section 2 before completing the form and to prepare the required information in advance.

3.2 Summary of Required Information:

The request form is divided into **five main sections**, each designed to capture relevant background and experience:

Section 1 – General Information

Applicants will be asked to provide:

- Personal and contact details (name, email, phone number, LinkedIn URL, current position).
- Indication of whether they are requesting admission to the Subject Matter Experts Pool as a freelancer/independent individual or as a representative of an organisation, including the name of their company or institution if applicable.
- A short career summary and detailed description of areas of expertise.
- Indication of industries or sectors of experience, with multiple options (e.g. mining, energy, mobility, advanced manufacturing, education/training, etc.).
- Indication of previous experience working with EIT RawMaterials, if any.
- Identification of specific expertise areas across the:

- Raw Materials Value Chain (e.g. exploration, processing, recycling, batteries, etc.),
- Advanced Materials Value Chain (e.g. R&D, design, scale-up, regulation, etc.),
- Types of Advanced Materials (e.g. nanomaterials, biomaterials, polymers, composites, etc.),
- Metals, Elements, and Alloys, and
- Energy-related topics.
- Indication of years of experience in industry, academia, and research.
- Identification of education-specific areas of expertise (e.g. higher education, corporate training, lifelong learning, digital learning).
- Identification of business and cross-disciplinary expertise (e.g. commercialization, LCA, policy, risk analysis).
- Optional description of thematic expertise in raw or advanced materials (technical, managerial, or socio-economic).

Section 2 – Category 1: Subject Matter Experts for Course Development and/or Training Delivery

Applicants selecting this category will be asked about their:
- Experience in teaching, training, or lecturing (topics taught, target levels, institutions involved).
- Experience creating or advising on educational materials or courses.
- Experience with distance learning or eLearning formats (e.g. MOOCs, self-paced online modules).
- Experience collaborating with pedagogical experts or eLearning developers.
- Interest in co-developing training materials with complementary experts (e.g. industry trainers, pedagogy specialists, social scientists).
- Applicants may also share additional comments on relevant experience or preferred collaboration formats.

Section 3 – Category 2: Technical Experts for Evaluation of Third-Party Training Programs

Applicants selecting this category will be asked to describe their:
- Experience evaluating educational or training programs, particularly in technical or materials-related contexts.
- The topics or sectors evaluated and organisations for which evaluations were performed.
- Experience acting as an external expert providing recommendations on whether to support or invest in educational initiatives.

Section 4 – Category 3: Industry Experts for Course Development Roadmapping and Prioritization

Applicants selecting this category will be asked to outline:
- Experience with strategic prioritization of training topics, curricula, or learning pathways.
- The industries or organisations for which they have contributed to educational roadmaps or skills strategies.

- Their approach to prioritizing new learning modules or addressing skill gaps, and any other relevant insight into industry needs.

Section 5 – Additional Information

All applicants, regardless of category, will be asked to:
- Upload a **current CV** (PDF).
- Indicate all **languages** in which they can confidently teach, review, or advise.
- Provide a **VAT number** (or equivalent).
- Confirm consent to be part of the **EIT RawMaterials Expert Database** and agree to the related privacy policy.

3.3 Submission

- Admission requests must be submitted **online** through the official EIT RawMaterials form link.
- Submissions may be completed in **English only**.
- Applicants may apply for **one or more categories** within the same form.
- Only complete submissions, including a CV and confirmation of consent, will be considered for review.
- **Timeline**:

EVENT	DATE
Publishing this Call	**28th October 2025**
Deadline for submitting requests	**Open for admission requests until the end of the project (31st December 2029)**
Assignment of specific tasks to Experts	**Assignment as needed on rolling basis (See section 4.4)**

4. Admission Process

4.1 Background and Purpose of the Process

This Call for Admission Requests is not a procurement or grant selection procedure.

Instead, it is designed to establish a database of qualified experts who may later be contracted to provide services in connection with specific activities within the European Raw Materials Academy (ERM Academy) and the European Advanced Materials Academy (EAM Academy).

Being admitted to this Experts Pool (i.e. database) does only constitute a non-exclusive framework agreement with no entitlement or guarantee of future assignments. Instead, it ensures that your expertise is visible and accessible to the Academy teams as relevant opportunities arise.

4.2 Context: How the Database will be Used

The ERM and EAM Academies are developing a portfolio of new education and training offerings to address Europe's most urgent skills needs across the raw and advanced materials sectors. This process involves three key phases:

1. **Needs Analysis and Consultation**

   Ongoing analyses and consultations with industry, academia, and public sector representatives (including dedicated working groups and advisory boards) will identify priority skill areas and knowledge gaps within the ecosystem.

   These outcomes will define which course topics and formats are most urgently needed.

2. **Course Mapping and Strategy Development**

   For each identified priority topic, the Academies will perform a mapping exercise to determine whether:
   - suitable, high-quality training materials already exist in the market, or
   - a new course needs to be developed from scratch.

   This step will guide whether experts are needed for content evaluation (for existing courses) or content creation (for new courses).

3. **Engagement of Experts from the Database**

   Once a specific course topic is approved for action, the relevant experts will be identified and invited from the database:
   - If new content must be developed, Subject Matter Experts (Category 1) will be invited to co-design, develop, and/or deliver the new course content in collaboration with pedagogical and eLearning teams.
   - If existing content is selected for potential endorsement or investment, Technical Experts (Category 2) will be invited to review, evaluate, and validate the quality and relevance of the material.
   - If new training priorities need to be defined, Industry Experts (Category 3) may be consulted to provide strategic input and roadmapping support.

   Experts will be contacted directly by the EIT RawMaterials Academy team when their expertise aligns with a specific course or evaluation activity.

4.3 Review of Admission Requests

Requests for admission to the Experts Pool will be verified to ensure eligibility of the respective applicant which includes:
- The request form is complete and includes a valid CV;
- The applicant has relevant experience in one or more of the targeted fields (as indicated in the form);
- The applicant consents to inclusion in the EIT RawMaterials Expert Database by submitting the application form;
- Full acceptance of the Subject Matter Experts Pool Framework as set forth in the *Framework Agreement (Annex 1),* found on the webpage accompanying this call text.

Relevant experience must be proven for each category to which the applicant requests admission by

submitting the information as described in the applicable subsection of Section 3.2 of this document.

Eligible applicants will be admitted to the Subject Matter Experts Pool, listed in the internal database and categorised according to their stated expertise and experience.

4.4 Future Assignments

When specific project needs arise, assignments may be made to admitted experts based on:
- **Expertise** to the topic area, industry segment, or material class
- **Experience** in technical, educational, or evaluation activities
- **Availability;**
- **Language skills**;
- **Absence of conflicts of interest** related to the specific assignment

Experts assigned for specific tasks will receive a specific invitation or contract outlining the scope of work, expected deliverables, and additionally applicable terms and conditions based on the Framework Agreement attached. Compensation will be granted, if applicable, on a **case-by-case basis** according to the nature and duration of the task following the rules as set forth in section 5 of this document.

4.5 Duration and Updates:

The database of experts will remain active throughout the implementation period of the ERM and EAM Academies. Experts may be contacted multiple times for different activities as relevant opportunities arise.
EIT RawMaterials may periodically invite experts to update their information or indicate continued interest in remaining part of the database.

5.   Remuneration:

5.1 General Principles:

Inclusion in the EIT RawMaterials Expert Database does not automatically constitute a service agreement. Furthermore, some tasks might be requested on a voluntary or advisory-only basis without financial compensation.

Experts will only receive remuneration once formally contracted for a specific task, project, or engagement arising from the implementation of the ERM or EAM Academies.

All remuneration will be based on:

- The type and complexity of the work performed,

- The level of expertise required,

- The duration and deliverables defined in the assignment, and

- Standardized EIT RawMaterials consultancy rates, which align with EU best practices for short-term expert services.

5.2 Categories of Work and Compensation:

The following table provides an overview of the typical engagement types and remuneration ranges (in EUR, excluding VAT). The fee structures below provides the basis for the remuneration for specific services assigned to Experts. These figures will apply depending on the scope and duration of the specific services or tasks as well as seniority of the respective Expert:

Type of Engagement	Description of Work	Indicative Rate / Fee Structure
A. Subject Matter Expert – Course Design and Development	Contribution to course content creation, definition of learning objectives, provision of source materials, technical validation of scripts, or review of draft eLearning modules.	**Standard €3k per course** (depending on expertise level and depth of contribution). Short, well-defined advising may alternatively be remunerated per day or per hour, at a rate of **€40-60 per hour or €400 per day**.
B. Course Delivery / Trainer Role	Delivery of live or recorded sessions, workshops, webinars, or practical training components (in-person or online).	**€400 per day** for live delivery; **€100 per hour** for shorter online sessions or guest lectures.
C. Technical Expert – Evaluation of Third-Party Training Programs	Evaluation and written assessment of training proposals or existing materials to determine alignment with quality, technical accuracy, and strategic objectives.	**€650 per reviewed training program**, depending on scope.
D. Industry Expert – Roadmapping and Strategic Prioritization	Participation in working groups, advisory meetings, or strategic sessions to help identify and rank priority topics for new training development.	**€1.25k per year (honorarium)** for experts sitting on working groups or certain advisory roles; in some cases, expenses may be covered as well
E. Translation Review or Linguistic Validation	Review of translated training materials in additional EU languages for accuracy and terminology	**€40–€60 per hour**, or **€400 per module reviewed**.

Type of Engagement	Description of Work	Indicative Rate / Fee Structure
	validation.	

The above rates may change or be updated throughout the project duration but any changes will be communicated to any selected individual in advance of work and/or service agreement.

5.3 Contractual Arrangements

- Each engagement will be formalized through a service agreement specifying deliverables, timeline, and total remuneration (see Annex […]).
- Payments will be made upon completion of agreed deliverables and submission of an approved invoice.
- All amounts are quoted excluding VAT; where applicable, VAT will be added in accordance with EU regulations and German tax law..
- Travel and accommodation expenses (if required for in-person activities) will be reimbursed separately and in line with EIT RawMaterials' travel policy as well as the Horizon Europe funding guidelines.

5.4 Non-Remunerated Participation

In some cases, experts may be invited to contribute on a voluntary or advisory basis—for example, to participate in stakeholder consultations, surveys, or informal expert panels that inform the Academies' needs analysis or similar.

Such participation is entirely optional and will be clearly indicated in the invitation.

6.   Other Topics:

6.1 Requests for additional information or clarification

In case the expert applicants are in need of additional information or clarification, please address it to the address below. All information requested or answered may only be done through email only.

E-mail: academy@eitrawmaterials.eu

6.2 Costs for preparing requests

No costs incurred by the applicant in preparing and submitting requests are reimbursable. All such costs

must be borne by the tenderer.

6.3 Ownership of requests

EIT RawMaterials retains ownership of all requests received under this procedure. Proprietary information identified as such, which is submitted by tenderers in connection with this procurement, will be kept confidential.

The potential or actual supplier should accept that during the implementation of the contract and for four years after the completion of the contract, for the purposes of safeguarding the EU's financial interests, EIT RawMaterials may transfer the application and the contract of the supplier to internal audit services, to the European Court of Auditors, to the Financial Irregularities Panel or to the European Anti-Fraud Office.

6.4 Clarification related to the submitted requests

After submission, requests shall be reviewed for compliance with formal requirements as set forth in this document. Where information or documentation submitted by the applicants are or appears to be incomplete or erroneous or where specific documents are missing, EIT RawMaterials may request the applicant concerned to submit, supplement, clarify or complete the relevant information or documentation within an appropriate time limit. All information requested or answered may only be done through written communication – email only.

6.6 Appeals/complaints

Applicants believing that they have been harmed by an error or irregularity during the procedure may file a complaint. Appeals should be addressed to EIT RawMaterials.

6.7 Cancellation of the procedure

EIT RawMaterials reserves the right to suspend or cancel the procedure, where the procedure proves to have been subject to substantial errors, irregularities or fraud. If substantial errors, irregularities or fraud are discovered after the award of the contract, EIT RawMaterials may refrain from concluding the contract.

In the event of cancellation of the procedure, EIT RawMaterials will notify the applicants of the cancellation. In no event shall EIT RawMaterials be liable for whatsoever, including, without limitation, damages for loss of profits, in any way connected to the cancellation of the procedure.

6.8 Ethics clauses / Corruptive practices

The supplier shall take all measures to prevent any situation where the impartial and objective implementation of the contract is compromised for reasons involving economic interest, political or

national affinity, family or emotional ties or any other shared interest ('conflict of interests'). He should inform EIT RawMaterials immediately if there is any change in the above circumstances at any stage during the implementation of the tasks.

Furthermore, the supplier acknowledges and accepts the Code of Conduct of EIT RawMaterials which can be downloaded via www.eitrawmetarials.eu.

Annexes

Annex 1: Framework Agreement, found on the EITRM webpage accompanying this call text.