

TERMS OF REFERENCE

Hydrogen Europe & Hydrogen Europe Research Working Group on Skills

Purpose and function of the Working Group

The objective of the Skills Working Group is to gather members from Hydrogen Europe (corporates, regions, national associations) and Hydrogen Europe Research to reflect on the topic of skills, trainings, and education in the field of hydrogen and fuel cells, concretising on the efforts to make them enablers for the whole value chain. Considering the fast-paced deployment of the hydrogen ecosystem, a trained workforce will be needed to deliver on the European hydrogen strategy objectives, and the strategies of member states and regions.

The main topics to be dealt with as a starting point will be (non-exhaustive list):

- Understanding the trends and needs for hydrogen skills
- Presentation of projects and best practices on skills, trainings and education
- Identification of relevant funding opportunities
- Matchmaking to build consortia / find new contributors for projects
- Monitoring and feeding in employment and skills policies in relation with hydrogen and green skills at European level
- Identifying and supporting initiatives at EU and national levels that support skills, education and trainings across the hydrogen value chain

Composition and governance

The composition of the Skills Working Group is open to all members from Hydrogen Europe and Hydrogen Europe Research.

The Skills Working Group will be facilitated under the Chairmanship of the Working Group and supported by the Secretariats of Hydrogen Europe and Hydrogen Europe Research. The Chairmanship will be shared between two co-chairs: one representative from Hydrogen Europe Research full members, and one representative from Hydrogen Europe corporate full members. The co-chairs must act in the best interest of the associations and the Working Group, and in accordance with the mission and vision of Hydrogen Europe and Hydrogen Europe Research.

Whenever relevant, the co-chairs will seek the advice from European Regions represented in the regional pillar of Hydrogen Europe and National Associations represented under Hydrogen Europe's membership. The European Regions contact point will be Hydrogen Europe's Board members representing this specific category unless a different representative is nominated. The national associations contact point will be one of the Hydrogen Europe's Board members representing this specific category unless a different representative is nominated.

The role of the co-chairs shall be to steer the discussions on the annual priorities and the work programme.

A call for applications will be opened by the Secretariats to members of the Working Group and a vote will be organised digitally for each category. Hydrogen Europe Research co-chair will be elected by Hydrogen Europe Research registered members, Hydrogen Europe corporate co-chair elected by all Hydrogen Europe corporate registered members.

The mandate of the co-chairs shall be of a duration of 2 years. One vote per member organisation is allowed. Candidates will be asked to provide information on their motivation to be co-chair, on their experience in the field of skills and on their availability to commit to this Working Group.

The Secretariats of Hydrogen Europe and Hydrogen Europe Research will organise the meetings and ensure the coordination of the Working Group. Under the lead of the (co)Chair(s), the Secretariats will be in charge to propose an agenda for each meeting and ensure follow up to the members.

Registered members to the Working Group accept to share their contact details with both associations ensuring the Secretariats, in respect with GDPR rules.

Procedures and decision making

- The Skills Working Group will convene at least once per semester upon the invitation of the secretariats and in agreement with the cochairs, via conference call;
- In agreement with the cochairs, the secretariats will be responsible for preparing the agenda and the minutes of the meetings;
- Ad-hoc meetings or conference calls will be possible, e.g. if there is need for coordination on a specific issue;
- The Secretariats will monitor the publication of relevant funding opportunities and share the information with the Working Group. At each meeting there will be an opportunity for members to take the floor and share interest on specific calls and scoop for partners;
- The Secretariats will monitor possible advocacy activities and develop draft position papers when deemed relevant;
- Interactions with pertinent Skills initiatives (Pact for Skills, Sectoral Skills Alliances, etc.) will be undertaken by the Secretariats;
- The Skills Working Group members will be asked to comment/approve and will be invited to get directly involved in activities. The general rule for decision making will be consensus;
- Publication will have to be endorsed by the Board of Hydrogen Europe and Hydrogen Europe Research before being released.