

Job- shadowing Programme

6th - 8th December 2023,
Warsaw



DAY 1

Cultural Visit and getting to know the city of Warsaw.

Visit to the Christmas market organized independently.

DAY 2

09:00 Meeting in the sTOP office at Warecka street 4/6 (entrance from the Whinnie the Pooh/Kubusia Puchatka street)

Getting to know each other, the office and the team, morning coffee.

10:00- 11:30 Meeting with **Grzegorz Idziak**, vice president of sTOP, the supervisor and trainer of "ICT teaching skills" training course via zoom ([link to the meeting](#))

11:30 - 14:00 Lunch break

14:00 - 15:30 Meeting with **Agnieszka Borek**, president of sTOP, trainer, supervisor and eco leader of the organisation about SMALEI Green Matrix for ALE institutions and greening process in the organisation.

15:30 - 16:30 Coffee break

16:30 - 18:00 Meeting with **Joanna Abramowicz**, project coordinator at [FRSI](#) about "My digital Life" project at Pracownia Duży Pokój at Warecka street 6/4



DAY 3

09:00 - 09:30 Morning coffee

09:30 - 11:00 Meeting with **Paulina Sierzputowska**, CEO of sTOP about digital tools and apps used by the organisation in the daily life.

11:00 - 12:00 Q&A session

12:00 - 14:00 Lunch

14:00 - 15:00 Evaluation of the job shadowing

Contact person and emergency telephone number:

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