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“Train the trainers - It’s up to me”

7th Edition 2020

NaturKultur e.V. Germany would like to invite you to apply for the seventh edition of the Training course - “It’s up to me” from Erasmus + Program Key Action 1 – Mobility of youth workers. In this edition there are two training activities:

Dates: 30 November – 8th of December 2021

8th of April – 13th of April 2022

Age of participants: 18+ years old

The selected participants must attend both training courses. Each participant that will complete the whole process will receive the EU Youthpass certificate and a Train the trainers: Its up to me certificate.

Partner countries: Germany, Spain, Greece, Turkey and Croatia.

Partner organizations: Hellenic Youth Participation Greece, Fides Spain, Ocean Znanja Croatia, Youth Work Assosiation Turkey, NaturKultur e.V. Germany.

Target group: Youth leaders, youth workers, presidents of NGOs, EVS/ESC coordinators or mentors, project managers, trainers, people who want to become trainers.



The level ranges from complete beginners to intermediate. The project is targeting all people that are responsible (or will be in future) for transferring the knowledge within the organization and organizing and delivering educational activities and projects.

Group size per country: 7 (each applicant has to apply separately). The partner organizations listed above can have **maximum 2 participants** which are also required to apply and be subject to the selection criteria as everyone else. The call is open for all interested applicants and organizations, and not only from the partner organizations.

Train the trainers "It’s up to me 7"



“It’s up to me” is a holistic approach on how to develop quality youth workers and trainers that are going to work on transferring know-how, organizing and delivering high quality projects within the Erasmus + program. This project is going to contribute towards raising the quality of the Erasmus + projects that are going to be organized in future, develop capacity for the organizations and it will improve the quality of youth work in general. Some of the activities involve things that you already know which we

are going to refresh and see different points of view from different trainers, we will go over how to design projects and activities from A to Z, learn about tools and methods available, work on mastering your soft skills – basically all skills that you need to design and deliver educational activities, projects and exchanges. The workshops selected are based on the different competences from the Trainers competence model (European Training Strategy).

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Each year "It's up to me" has an underlying topic that it addresses, some **burning issue in our societies**. This year's theme on "It's up to me" is going to be – **mental health and wellbeing of trainers, youth workers and youth**. Most of the workshops, different tools and examples, tasks and simulations are going to have this theme incorporated which is going to bring an added value to the whole program. The objectives of the training course are going to be the following:

- ✓ **Know-how** - To provide the participants with information on how some things are done, why some things are done in particular way, what is behind the scenes of a well-organized training/project, to peek into the decision making process, in the team management and in the preparation.
- ✓ Improve participants **soft skills** such as public speaking, presentation skills, self-expression skills, listening skills, emotional intelligence and other. **Attitudes, values and behaviors** are also part of the mix.
- ✓ Provide **methods and tools** for delivery of workshops – such as different types of simulations, team building games, role playing, visual expression, feedback and coaching, creating a learning environment, managing group dynamics.
- ✓ Provide **hard copy materials**. We are working on creating a [Trainers library](#) with at least **350 articles** for self-directed-learning that will address the all the trainers competence areas, which you will use in the 9 months between the two training courses to develop your competences as a trainer.
- ✓ **Provide feedback** to the participants. It is very important for you to **receive feedback** and do it again, so we would see the growth of the participants during the project.
- ✓ Showcase **different styles of trainers**. We will have four trainers from different backgrounds and professions that have very different working styles. This will help the participants see different approaches and ways of working which would then lead them to finding their own unique style in the future.
- ✓ **Coaching and mentoring**. Apart from the mentoring and feedback during the project, for this edition we will have 12 months mentoring process for all participants after the project until their first/next training experience.
- ✓ **Self-assessment**. Sometimes young trainers are not aware of the qualities they have and things they know. The self-assessment will be made according to the European trainer's competence model, and each participant will develop a **learning plan** that they will follow in the next 12 months.
- ✓ **Critical thinking** – The participants will have the opportunity to analyze everything and develop critical thinking skills. After each workshop we take off the "participant hat" and put the "trainers' hat" and analyze why we did this or that.
- ✓ To offer **opportunities for quality training experiences and project development**. Organizing joint projects, creating pool of trainers, getting shadow-trainer opportunities.

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**LEARNING
BY DOING**



The main method used during this training will be learning by doing. The participants will be given tasks and short deadlines in order to achieve their tasks. They are going to be guided by the trainers. After the tasks they will receive feedback and suggestions for improvement.

Place and venue: [KulturHaus](#), near Bremen, Germany (Osterholz- Scharmbeck).

Osterholz - Scharmbeck is a small village/suburb in the surrounding of Bremen in Germany. We are going to be accommodated in a NaturKultur´s seminar house.

We are going to be far away from the city, shops and bars because we want the participants to be focused on the training, on the cultural activities and to create a good atmosphere among the group. There is beautiful nature, really nice forest and places to have long walks and activities outside, yoga or meditation in the morning, to go for a run or bike ride and see the landscapes in the surrounding.

The venue is a youth center (KulturHaus) situated in a forest where we will be alone as a group, so the participants should **expect simple accommodation**. There are several seminar and break out rooms available for us to work, the rooms are from 2 to 4 people in a room. There will be showers and toilets in most of the rooms (or just outside the room).

We will have **our own cooking team** that will prepare the food and coffee breaks, take care about our health and nutritional intake so we can completely focus on the activities. Please note that we cannot provide vegan, fruitarian and HALAL food.

Timetable "Its up to me 7.1"

	Croatian Breakfast	Spanish Breakfast	Greek Breakfast	German Breakfast	Turkish Breakfast	International Breakfast	Breakfast
8:30-9:30 AM							Breakfast
9:30-10:00	Goals, methods, approaches, rules, security, safety	Team building	Breakfast cleanup	Breakfast cleanup	Breakfast cleanup	Breakfast cleanup	Breakfast
10:00-10:30 AM	Get to know each other		Breakfast cleanup		Team building	Team building	Departure
10:30-10:45 AM	Break						
11:30-10:45 AM	Fears, expectations, contributions	Preparation for delivering workshops and adapting the workshops to the needs of the youngsters (audience)	Public speaking Presentation skills	Listening skills and non violent communication	Methods and tools	Trainers team management / Q&A	From learning to delivery
12:00:00 PM							
12:30:00 PM	Breakfast cleanup						
1:30:00 PM	Lunch		Lunch	Lunch	Lunch	Lunch	Lunch
13:30-15:30	Arrival	Lunch	Lunch	Bus to Bremen	Lunch	Lunch	
3:30:00 PM	Understanding team buildings and group dynamics	Non-verbal communication and body language	Self expression skills	Free time	Energizers	Energizers	From learning to delivery
4:00:00 PM					Designing educational programs	Mentors and mentees matching	
4:30:00 PM	Break	Break	Break		Break	Break	Break
5:00:00 PM	Trainers competence model - Assessment and trainer development	Non-verbal and visual expressions	Self expression skills		Open space - designing future projects	Time to work on the final tasks	How to take the learning to a next step
6:00:00 PM	Personal and professional goal setting	Personal development meeting (group/team meeting)	Its up to me space	Bus back to venue/National delegation meeting			Evaluation Closing
6:30:00 PM		Reflection - Dialogue partners	Individual Reflection		Reflection		Goodbye
7:30:00 PM	Dinner	Dinner	Dinner	NGO Fair	Dinner	Dinner	Dinner
8:00:00 PM							
21:00:00 PM	Chill out night	Croatian evening	Spanish dinner	Greek evening	Movie night	Turkish evening	Chill out night
22:00:00 PM		Chill out night	Chill out night	Chill out night		Chill out night	Chill out night

Timetable "Its up to me 7.2"

	Croatian breakfast	Greek Breakfast	Sleep in	Spanish Breakfast	German Breakfast
9:00					
9:30	Energizers	Travel to Bremen		Competence self-assessment (tracking the growth)	
10:00	Opening and expectation setting		Turkish Breakfast		
10:30	Evaluation of the last 9 months - how did I grow and how am I now	Delivery of workshops by participants to youngsters in local organizations in Bremen (Tanzbar, Friedehorst, JugendInfo, Eurodesk)	What is my trainers style?	Break	
11:00	Break			Creating a learning path according to the competence model	
11:30	Team building - how is my team?		What are my strenghts and weaknesses as a trainer?		
12:00	Break				
13:30	Arrival	Feedback and critical analysis	Lunch	Lunch	
15:30	Energizers		Energizers	Energizers	
17:00	Fine tuning of workshops and final preparation with mentor	Delivery of workshops by participants to youngsters in local organizations in Bremen (Tanzbar, Friedehorst, JugendInfo, Eurodesk)	Creating my trainers profile - Its up to me community of trainers	Next steps - changing the world	Departure
17:30	Break		Buddy system - support and supervision tools	Break	
18:00	Personal development - from group of individuals to community (support teams)			Trainers inaguration ceremony	
18:30		Feedback and critical analysis	Reflection and discussion - parapatetic method -how to help each other to grow	Closing	
19:30	German dinner	Reflection and discussion in small groups	Reflection with dialogue partners	International dinner	
20:00		International dinner	Dinner in Bremen	Cultural presentations food, drinks, dances and music	Cultural presentations food, drinks, dances and music
20:30	Chill out night	Chill out night	Dancing and celebration party	Chill out night	Farewellparty
21:00					

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Travel costs will be reimbursed according to the distance bands allowances from Erasmus+. You need to calculate how much the distance is from your residence place to Bremen, Germany. Here you can calculate the distance:

http://ec.europa.eu/programmes/erasmus-plus/tools/distance_en.htm

100 - 499km: 180€ - Germany
500 - 1999km: 275€ - Spain, Croatia
2000 - 3000km: 360€ - Greece, Turkey

The travel cost will be reimbursed within 10 days after receiving all documents from the participants:

- Documentation about a workshop "Bring back TTT" that will be delivered by the participants in their local community/project and posted online (Facebook, website, blog etc.).
- dissemination of the project which includes an article, blog or report with photos published online (your sending organizations website, local youth portal, local newspaper).
- Boarding passes, flight bookings, train tickets etc.
- Proof of insurance that will be reimbursed after the project

Costs: Accommodation, food and all materials are for free. There is **participation fee of €60** that will be deducted from the travel costs (€40 from the first course and €20 from the second).

Contacts: If you need more information about the project please contact:
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