



# PARTICIPANTS' PACK

## DEAR PARTICIPANTS,

**Non Formal Education** has existed for as long as we know. But only recently it has been given the clarity and recognized importance it deserves! We are therefore also very pleased and enthusiast, knowing that you will participate in this Training Course (TC) focusing specifically on **Non Formal Education**. We hope that this training course will make a change in your daily work!

We are looking forward to welcome you on this TC and to work together with you on the different aspects and quality elements within **Non Formal Education**!

We hope that you are as excited as we are with this TC which is specially designed for experienced and new users of the **Youth in Action Program** (YiA).

This TC is not only based on a 'one way information-flow' but requires a pro-active participation from you. Therefore the importance of this information before the start of a hopefully adventurous, challenging and inspiring TC!

This pack contains all the important topics and information which regards you as participant. Having read, understood and agreed upon all of this will allow you fully to enjoy and involve.

Please **read carefully** next chapters. We have tried to include all possible information in this pack, even the apparently obvious topics. Don't hesitate to contact us in case something might not be clear. At a later stage (after the selection procedure) you will receive further practical information in relation to your stay, the training etc.

The trainers' team.



# BRIEF DESCRIPTION OF SOME ASPECTS...

## FOR WHOM?

- ☐ All actors in the youth field (youth leaders, youth workers, local authorities...).
- ☐ Youth workers coming from every country in Europe, either with a long past of using NFE, or in countries where everything has to be build.

Participants should be at least 18 years old and should have a **good level of English**.  
Group size: max. 30 participants

## AND 'TO DO WHAT' MORE CONCRETELY?

- ☐ To stimulate the participants to feel and reflect about the power of NFE by experimenting different kind of non formal educational methods.
- ☐ To analyse the role and perception of NFE in our different countries within a common Europe.
- ☐ To discover and debate the European policy on NFE.
- ☐ To fight against the growing consuming approaches towards young people in the non-formal education field.
- ☐ To explore meanings, roles, and complementarities of different educational approaches and methods (formal, non formal, informal).
- ☐ To reconsider daily youth work practices.
- ☐ To understand the principles of NFE within YiA and its effects on elements as programme building etc.
- ☐ To experience Portuguese culture through increased involvement in the training of local communities.

This TC can also provide:

- ➔ An opportunity to meet possible partner groups and to make contacts in other countries.

# 2 THE PROGRAMME

## THE PEDAGOGICAL PROCESS

This TC is not a 'regular' TC in the sense that we will sleep, eat and work at the same venue. During this TC, all of these activities will happen in different places, some more surprising than others. There is a clear link to local realities and regular interactions will allow you to have a real and close taste of Portuguese culture.

### A FUNDAMENTAL FLOW DURING THE TRAINING

- ☐ Experiencing: different educational settings, different non formal education methods (role play, simulation game, exercises...).
- ☐ Reflecting: on the methods and its impacts, on the power and limits of NFE, on building a pedagogical process...
- ☐ Transferring: to the own reality of participants, in order to improve ways of working with young people.
- ☐ Sharing: different perceptions, current situations and experiences.
- ☐ Developing: the building capacity of the participants, by including them in the decision process of the project designing (participants will decide some sessions they feel they need to have) but also in the implementation of the program ("Power to the People – the People who are you" moments).

### EUHM ...FREE TIME?

When you look at the programme (page 5), you will notice that free time is very sparse. In case you wish to see more of the country, we advise you to come earlier or stay longer (of course, at own expense!). As you make the travel anyway, this might be a good opportunity. Check with your National Agency for possibilities concerning the dates of your ticket.



## FOR YOU TO BRING...

### ABOUT YOUR ORGANISATION

During this training course, we will not have an organised time slot for each one to present his/her organisation. However, there will be informal opportunities to do so. In case you are interested to do so, we encourage you to bring as much –relevant- materials as possible. In case you wish to bring PowerPoint Presentations or CD Rom with pictures, there will be an opportunity to show these during the informal moments and the coffee breaks.

Useful to bring with you:

- English information about your organisation
- All relevant information you have on the previous international project(s) you've organised / been part off (reports, gadgets, press releases,...).
- Picture, posters, etc.

### ABOUT YOUR COUNTRY / REGION / TOWN ... TOGETHER WITH LOCAL PORTUGUESE COMMUNITIES

Most of you have probably experienced before an 'Intercultural Evening'. Also during this training course we plan to organise one! But ... not a very regular one.

To experience the Portuguese culture, we will be eating each day at different places and in the rural villages around Rio Maior. The international evening is organized in small international groups together with 10 local Portuguese families. You will receive an additional budget during that particular afternoon to do the necessary shopping for the dinner you will then prepare with your small international team in the house of a particular Portuguese family in Vila da Marmeleira.

This training course is in partnership with the village Vila da Marmeleira and the City of Rio Maior. Be prepared to interact and discover!

So we invite you to bring posters, postcards, leaflets etc.

Please note that if you bring with you videos you will only be able to watch and show them during your free time, which is sparse. We also wish to invite you to bring gastronomic specialities from your region or country: food and drinks for this 'Intercultural Evening'.

Bring CD's of traditional/typical and party music, or other special things typical from your country that you want to share with us during this evening and other evenings. Bringing with you different board games or a music instrument to be used at informal times is not forbidden! ☺



## TRAINERS' TEAM

This TC will be run by a team of 3 experienced trainers:

- ☐ Denis Morel (<http://trainers.salto-youth.net/DenisMorel/>)
- ☐ Jo Claeys (<http://trainers.salto-youth.net/JoClaeys/>)
- ☐ Simona Molari (<http://trainers.salto-youth.net/SimonaMolari/>)

Looking forward to meet you soon!

**The NFE trainers' team**

# The power of Non Formal Education - approach & tools

## A Training Course for Users of the Youth in Action Programme

2011

**Sunday 25/09**

Team meeting  
 Lunch  
 Arrival participants  
 Dinner  
 Welcome activity  
 Welcome drink

**Monday 26/09**

Presentation of TC, Youthpass, Team + pax, expectations in different educational settings

Break

Informal, formal and non-formal education: understandings and conceptualisation.  
 Examples presented by pax.  
 The importance of setting within NFE

Lunch

Exercise: 1 step forward

Break

Learning styles  
 Characteristics and approaches  
 'Power to the people'

Dinner in Assentiz

Youth-ta-pass moment

Sharing realities within informal setting

**Tuesday 27/09**

Groups experience: simulation exercise Plan B (citizenship & society building)

Break

Debriefing Plan B

Lunch

Analysing and identifying NFE aspects & approaches within Plan B

Defining of learning outcomes within this NFE setting

Break

'Power to the people'

Youth-ta-pass moment

Dinner in São João de Riheira

Free evening

**Wednesday 28/09**

Real life examples of NFE in different settings on different topics

Break

3 parallel workshops on topics related to NFE

'Power to the people' Youth-ta-pass moment

Late lunch in the Salt-mines

Preparation intercultural dinner in the village + free time

International Dinner in Vila da Marmeleira

Intercultural evening in the village & local happenings

**Thursday 29/09**

Tools in non formal education

Examples in their own youth work reality

Sharing of practice and previous experiences

Break

Possibilities and limitations of NFE

Lunch

Personal action plan

'Power to the people' Youth-ta-pass moment

TC evaluation

Youthpass & closure

Dinner

Goodbye party

A training course organised within the philosophy of YiA ...with, for and by actors in the youthfield.

Power to the People: evaluation moment in group combined with a forum during which participants can discuss happenings of the training and take decisions (if needed) for future programme elements.