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ARCA
del
BLUES

—○—
Basic Training for Trainers

B.T.T

International Training Course

Lecce, Italy

01.10. - 07.10.2017

ABOUT THE PROJECT

THE IDEA BEHIND “B.T.T – BASIC TRAINING FOR TRAINERS” ARISES FROM THE NEED TO EQUIP YOUTH WORKERS AND TRAINERS WITH SKILLS AND METHODS NEEDED TO **FACILITATE** WORKSHOPS, TRAINING, CAMPS AND DAILY WORK WITH YOUTH AND YOUTH WORKERS.

AS WELL AS ENCOURAGE THEM TO BE FLEXIBLE IN THE PROCESS OF ACTIVITY, **ASSESSING THE NEEDS** OF THE GROUP THEY ARE WORKING WITH AND CONNECT WITH THEM, TROUGH THAT RISING QUALITY OF WORK BACK HOME IN THEIR ORGANIZATIONS.

THE TRAINING WILL TAKE PLACE IN LECCE, ITALY FROM **1ST TILL 7TH OCTOBER 2017.**

NB: Arrival day 1st October before 13 o'clock.
Departure day 8th October after breakfast.



WHAT CAN YOU GET OUT OF THIS PROJECT?

After successfully finishing the training, you will be able to:

- Understand and facilitate individual and group learning process.
- **Plan and implement programs** for non-formal education activities.
- Develop skills in leading meaningful conversations with your participants.
- **Improve your team working skills** and leading a team.
- Learn to organize your **own learning**.
- Improve **effectiveness** of the output and impact in activities you facilitate.
- Get **more confident** in working as facilitator for any group.



WHO CAN APPLY?

This project is for you IF:

- You are a youth worker interested in gaining skills in facilitating workshops/training courses.
- You are young trainer in ERASMUS+ projects who want to get better understandings and get involved in projects from a new perspective.
- You are youth worker who want an upgrade of their experience, and who are interested to create similar experiences for someone new.
- You are youth worker motivated to improve the quality of youth work and projects in their organizations and communities.
- You are not a youth worker/facilitator but you want to be.
- You are involved in youth activities and you want to gain new skills in the field.

If you marked at least 4 claims - You should apply!

If you marked less than 4 claims - You should definitely

APPLY!

APPLY HERE: <http://bit.ly/2vnCzF5>



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DAY TO DAY PROGRAM

B.T.T.

Basic Training for Trainers

Day 1. Welcome; Program and Group introduction.

**Day 2. Learning in Non-formal Context //
Who am I as a trainer?**

Day 3. Connection and Communication.

Day 4 .Facilitating learning processes.

Day 5. Setting up a Scene & Designing a program.

Day 6. Workshop delivery day!

Day 7. Evaluation and closing.

Day 8. Departure day.



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DATES

B.T.T.

Basic Training for Trainers

Arrival date: 1st October *before 13 o'clock.*
Start of the program: 1st October in the afternoon.
End of the program: 7th October in the evening.
Departure date: 8th October *after breakfast.*

ARRIVING LATE OR LEAVING EARLY IS NOT ALLOWED

As soon as you get your confirmation letter, you may book your tickets and inform us about your arrival and departure time.

We require that you take part during **the whole training**. If you wish to arrive earlier or leave later than arrival and departure dates, you should arrange your own stay in Italy. Your stay during the days not included in the program of the project will not be covered by organizers.

The training if co-funded by ERASMUS+, you can get your travel costs reimbursed up to amount stated in the following page.

We recommend to book your ticket **as soon as you receive the confirmation letter**, since they are often much cheaper when bought in advance.



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COSTS AND REIMBURSEMENT

The travel, accommodation, food and the program itself are co-funded by European Union through the ERASMUS+ program.

We ask you to contribute with a **participation fee of 45€** which you can pay upon arrival.

The organizers will **reimburse travel costs** for the amount showed in the original boarding passes, tickets and invoices, up to the limits indicated in the ERASMUS+ program guide (see the table on the side).

For this reason is **essential** that you bring with you and keep all the original tickets and invoices of the travelling.

Please note that the amounts below are the **MAXIMUM** amounts that will be reimbursed, all the costs exceeding these amounts will be covered by you.

NB: Keep in mind the arrival and departure days, only in that case you will be entitled for reimbursement.

Country of origin	Number of participants	MAXIMUM Reimbursement
Italy	3	0€
Lithuania	3	275€
Croatia	3	180€
Latvia	3	275€
Austria	3	180€
Bulgaria	3	275€
Romania	3	275€
Greece	3	275€
Czech Republic	3	275€



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VENUE AND ACCOMODATION

B.T.T. - Basic training for Trainers will take place in the city of **Lecce**, in Apulia region.

Our accomodation for the duration of the project will be "**Hotel Zenit**".

Hotel Zenit is a cosy and renewed 4 stars hotel with restaurant, training and conference rooms inside.

The hotel is close the highway connecting Lecce with Brindisi (where the closest airport is), just 300 meters away from where the shuttle to the airport stops.

The hotel offers free WI-Fi connection, internet points, rooms with balconies

Walking distance to the city center is 20 min.

More about the hotel here: <http://www.zenithotel.it/en/home-page.aspx>

The **arrival date** is 1st October *before 13 o'clock*.

The **departure date** is 8th October *after breakfast*.



PREPARATION

We will ask you to prepare **some assignments** before coming to the training. More about it you will find out **after** receiving the **Confirmation letter** that you will get once selected as participant for the training.

Preparation of the assignments for the training should take couple of hours, not longer than that and requires no extra resources or knowledge from what you already have!

WHAT TO BRING WITH YOU

- Smart Casual clothes for presentations.
- Laptop/Tablet or any device for preparing material.
- Passport or ID card.
- Medicines that you usually take.
- Health Insurance Valid in Italy (European Insurance Card).
- Travel tickets and invoices.

*For more information on how to get the European Insurance Card please visit the website: <http://ec.europa.eu/> or contact your national organization

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Follow up!

At the end of the training, you will be asked to organize **at least one activity** in your local communities based on the knowledge learned during the project, that can be to organize workshops, seminar or anything connected with the topics of the training that allows you to put in practice what you learnt.

By this, we will have the opportunity to see tangible results out of the project in a form of a activity **from each of you**. After the implementation of the activity we will ask you to fill in a questionnaire with clear questions about methods, tools and knowledge we presented in the training, with an aim to reflect on impact of the training on your work back home

Important! ONLY after follow-up activities you will get reimbursement for the travel.



WHO WE ARE

L'Arca del Blues is a NGO active in the **field of education**, personal and professional development, professional skills and youth support.

L'Arca del Blues was founded in 2012 with the aim of supporting the enhancement of quality of living, **professional skills** and development of human potential through powerful educational and personal development experiences.

Activities in L'Arca del Blues are focused on youth support, education and personal growth.

The methods include **formal and non-formal ways**: frontal lectures and workshops, music, experiential learning, learning by playing, creativity, theater, media, dance etc...



TRAINER

Maja Darija Škrljak is a learning and development expert with a years of experience in leading international trainings and education.

In the last 10 years she has facilitated learning processes for various groups and helped a number of people to strengthen their personal and professional competences. She is strongly committed to the development of human potential, empowerment through education and non-formal methods of learning.

Today, she is leading a company she started in Croatia for business education and coaching. where she is working with individuals and teams in developing management and leadership skills, and implementing quality business processes.



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