

Deutschland

Train the trainers - It's up to me 3

NaturKultur e.V. Germany would like to invite you to apply for the Training Course "It's up to me 3" from Erasmus + Program Key Action 1 – Mobility of youth workers.

Dates: 2nd of March– 10th of March 2016.

Partners: Norway, Latvia, Italy, Macedonia, Spain, Netherlands, Germany.

Age of participants: 18+ years old



Target group: Youth leaders, Presidents of NGOs, project managers, trainers, people who want to become trainers. Basically 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 project.

Group size per country: (all individual applications required)

Macedonia – 6

Spain – 6

Italy – 6

Germany – 5

Norway – 6

Netherlands – 5

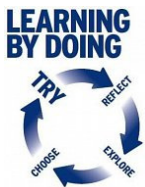
Latvia - 6

Train the trainers "Its up to me 3" is a third edition of the train the trainers and was really successful in the previous two years.

It's up to me is a holistic approach on how to create really good youth workers /trainers that are going to work on transfer of know-how and organize and deliver really quality projects within Erasmus + program. This project is going to contribute toward raising the quality of the Erasmus + projects that are going to be organized in future, but also is going to improve the quality of youth work in general. We are going to work, practice and design projects and activities, using the tools and methods that we will work with on the training.

The objectives of the training 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 good organized project, to peek into the decision making process, in the preparation.
- Improve participants **soft skills** such as public speaking, presentation skills, self-expression skills listening skills etc
- Provide **methods and tools** for delivery of workshops – such as different types of simulations, team building games, brainstorming, creating learning environment, creative environment etc
- Provide **hard copy materials** (guidebooks and written materials). We would have online library (which is already set up from the previous Its up to me 1 and 2) and is continuously upgraded with other materials from other groups.
- Provide feedback to the participants. It is really important to **receive feedback** and do it again, so we would see the growth of the participants during the project.
- Show them **different styles of trainers**. We will have four trainers from different backgrounds and professions that have very different styles that will help the participants see different approaches and ways of working which would lead to finding their own unique style in future.
- **Coaching and mentoring**. Apart from the mentoring and feedback during the project, for this edition we are introducing 6 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 that they have and things that they know. Sometimes they think that they know everything and there is nothing new to learn. We will provide a self-assessment opportunity for the participants to evaluate which things they know well, which things they still need to learn.
- To offer opportunities for quality training experiences. Organizing joint projects, creating pool of trainers, getting shadow-trainer opportunities.



The main method on 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.

Application deadline: 31st of December 2015

The applications are going to be posted on Salto-youth and everyone is required to apply for this training. After the deadline, the selection will be done between trainers, organizers and the partner organization from the country.

Selection Results: 10th of January 2016

All applicants will be informed latest by 10th of January 2016. All selected and not selected participants are going to be informed by email. There will be a waiting list created if there are more applicants from some countries for which they will be informed via email.

Confirmation from participants: 15th of January 2016

Each selected participant has to confirm their participation on the project latest by 15th of January 2016. If we don't receive confirmation of participation, the place will be automatically waived and someone else will be invited from the waiting list.

Place and venue: Diepenau, Germany.

It's a small idyllic village in the north of Germany. We are going to be in an old traditional German house managed by old couple that is really friendly and typical Germans. We are going to be away from city or shops and bars because we want the participants to be focused on the training, on the cultural activities and to create good atmosphere among the group. There is beautiful nature, fresh air and landscapes in the surrounding.

The venue is going to be a group house where we will be alone, so the participants should expect simple accommodation. We will have our own cooks that will prepare the food and coffee breaks. Please note that we cannot provide vegan, frutarian and HALAL food.

The closest city is the city of Minden and the closest airport is the airport in Hannover. However, close airports that are nearby where cheap airlines fly to are: Ryan Air flies to Bremen and Dusseldorf, Wizzair flies to Dortmund, and many cheap airlines fly to Hamburg Lübeck.



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

Here you can calculate the distance: http://ec.europa.eu/programmes/erasmus-plus/tools/distance_en.htm

100 - 500km : 180€
 500 - 2000km : 275€
 2000 - 3000km: 360€

Max. travel costs/per person:

Italy - €275
 Germany - €180
 Spain - €360
 Macedonia - €275
 Norway - €275
 Latvia - €275
 Netherlands - € 180€

Travel cost reimbursement and booking of tickets

100% of the travel costs are going to be reimbursed when the travels don't exceed the shown amount. Participants must book their travel plans one month before the training start. They are required to send print screen or quotation of the prices of travels to the organizers for approval. Travel cost will be reimbursed 7 days after receiving all travel documents from the participants.

Costs: Accommodation, food and all materials are for free. There is participation fee of 50€.

Time table:

Time	2-Mar	3-Mar	4-Mar	5-Mar	6-Mar	7-Mar	8-Mar	9-Mar	10-Mar	
9:00	Arrival	Breakfast	Breakfast	Breakfast	Breakfast	Breakfast	Breakfast	Breakfast	Breakfast	
9:30		Energizers	Energizers	Energizers	Energizers	Energizers	Energizers	Energizers	Departure	
10:00		Expectation setting	Preparation for workshops and adapting the workshops to the audience	Public speaking Presentation skills	Listening skills	Non-verbal communication	Trainers team management / Q&A	From learning to delivery	Departure	
11:30		Erasmus + Youthpass information								
12:00										
12:30		Lunch	Lunch	Lunch	Lunch	Lunch	Lunch	Lunch		
13-15		Energizers	Energizers	Energizers	Energizers	Energizers	Energizers	Energizers		
15:00		Why and which Teambuildings and getting to know eachother?	Methods and tools	Self expression skills	Outdoor trip -free afternoon	Creative training and visual aids	Future projects / Working on the tasks	How to take the learning to a next step		
15:10		Official opening	Personal Goal setting / trainer	National delegation meeting	Trainers debate	National delegation meeting	Individual reflection	Reflection and disoussion		Evaluation Closing Goodbye
16:00				Group leaders meeting	Individual Reflection					
16:30	Get to know eachother	Competencies Model	Group leaders meeting	Individual Reflection	National delegation meeting	Individual reflection	Reflection and disoussion	Evaluation Closing Goodbye		
17:00	Dinner	Norwegian Dinner	Macedonian Dinner	Dutch Dinner	Latvian Dinner	Spanish Dinner	Italian Dinner	German Dinner		
17:30		Norwegian Evening	Macedonian Evening	Dutch Evening	Latvian Evening	Spanish Evening	Italian Evening	German Evening		
18:00	Rules and Security	Retro party	Chill out night	Quiz night	Halloween's party	Chill out night	Chill out night	Outdoor party		
18:30										
19:00										
20:00										
20:30										
21:00										

Contacts:

When you need more information about the project please contact:
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