

FACILITATION FOR ALL!

an international training course on how to design, facilitate and evaluate meaningful educational activities in inclusive youth work

Strengberg, Austria • June 14th – 22nd of 2018 • ERASMUS+ KA1

CALL FOR PARTICIPANTS

Vienna, April 16th of 2018

Dear partner organisations, friends and colleagues,

the Austrian Civil Society Organisation “Arbeitskreis Noah” is happy to invite you to **nominate your participants to our upcoming training course “Facilitation for All!”**. We are very happy to have you as partners and we very much look forward to implement this project together with you and to receive your participants! **The deadline for nominating your participants is Sunday, May 6th (in three weeks from now)**. Until that date, your places are guaranteed. After that date, if you did not “fill” your places, they will be free to be taken by the other partner organisations and applicants following a “first come first serve” principle, as well as following the guidelines of the Austrian National Agency for shifting places between partners. **The registration form for nominating your participants is**

https://docs.google.com/forms/d/e/1FAIpQLSc_iBBYH_HoUQRISs5c4Kfv0hSnpc5GRFLtai2zBTTHm5_Q/viewform

We fully trust you to nominate suitable participants, please read carefully this whole document where we also indicate the **required profile of participants, the conditions of participation** etc. In the really worst case we might make use of “veto”, but this has never been the case in the past.

After nominating your participant(s) **please do not arrange any travels yet, wait for green light from our side**. In order to speed up the process, we will make a **first wave of green light for travel arrangements on Thursday April 26th, and the second on Monday May 7th** after the deadline for nominating participants.

We also happily invite you to nominate more participants than you have places available. After the deadline May 6th, if other partners failed to fill all their places, these places might be shifted to you (if the Austrian NA approves and if you do not exceed the available travel budget). **In case you nominate more participants than you have places available, please kindly indicate your preference of who of your nominees if for the guaranteed places and who is additional**.

■ PARTNER ORGANISATIONS AND PLACES AVAILABLE

PARTNER ORGANISATION	COUNTRY	PLACES
AKS Noah	Austria	2
CODEC vzw	Belgium	1
Sdrujenie “Maverick”	Bulgaria	2
Danish Red Cross Youth	Denmark	1
Association Villanelle-Réunion	France	1
Social Youth Development	Greece	2
Latorium Teoranta	Ireland	2
Associazione Culturale Eufemia	Italy	1
Donum Animus	Latvia	2
TAGyourself	Malta	1
MODE	Poland	1
EPM- AFPDM	Portugal	1
A.R.T. Fusion	Romania	2
Nadácia Krajina harmónie	Slovakia	1

■ AIM AND PROGRAMME ELEMENTS

The international training course “FACILITATION FOR ALL!” aims at **empowering and building up the competences of educational practitioners** to design, facilitate and evaluate meaningful educational activities in inclusive youth work. The main programme elements are:

- **exclusion, inclusion, participation:** what groups and individuals are we talking about? What do we want to reach with & for them, and how?
- **learning and non-formal education:** approaches, conditions, models, factors, processes
- **meeting the needs of inclusion groups:** matching of target group ↔ needs ↔ objectives ↔ methodology, how to ensure impact & relevance
- **practical tools and methods** for the design, facilitation & assessment of educational activities
- **creation & testing of own educational modules** with/in front of group
- practice in **feedback, empathy, coaching & communication skills**
- **hot issues, common challenges and best practices** in educational inclusive youth work
- **role(s), context, ethics & competences** of youth workers and inclusion workers in an educational context
- **self-assessment, coaching & professional development plan**
- **partnership-building and the development of follow-up activities**

■ THE VENUE

The meeting will take place in an **old farm in Strengberg**, a small village **150 km away from Vienna**, situated in a beautiful **hilly region next to the Danube called Mostviertel**. You will follow the steps of Empress Maria Theresia and Wolfgang Amadeus Mozart, who also came here for recreation. The farm is

surrounded by **fields and forests**, and we have **rivers** close by. We can also get some **bikes** at the farm to explore the neighbourhood.

We will have the old farm only for ourselves. There is a big living room and also an attic that we can use for our sessions, there is a cozy kitchen with chimney, several showers and toilets, several bedrooms, a nice terrace, and a BBQ place. Next door is a “Heuriger”, a place that serves local wine and regional food. Apart from going to the Heuriger, we will also prepare food ourselves at the farm, for instance BBQ with local organic meat and vegetables. **And yes, there is wifi**, flipchart, printer etc, **but be prepared for a very rustic experience!**



our venue “Hof Strengberg”

It is very important to point out that the venue is a farm that is usually used for youth camps, and not a hotel! **Participants will share rooms with bunk beds with several persons, and everything is at a very basic level! Do not come if you expect luxury, vacation and comfort**, it will be a very rural and intensive group living experience!

■ PROFILE OF PARTICIPANTS

For participation in the this training course we are targeting **youth workers, inclusion workers and people actively involved in inclusive youth work. The most important criteria is that participants be in an educational position** (eg facilitators, work camp leaders, trainers, group leaders, coaches etc). Participants must be aged 18+ and be residents in the country of the nominating partner organisation. Participants should be **fluent in english**, and be willing and **committed to work hard** (about 9 hours per day at least). Participants should furthermore commit to **carry out agreed preparatory tasks** and be willing to **follow-up on the training course** via active youth work, ideally in co-operation with their sending/partner organisation.

We would once more like to underline that participants should be prepared to share rooms with bunk beds with several persons, and to have a **very intensive group and working experience in a beautiful yet basic and rustic setting on a rural farm for youth camps**. The programme will be very intensive and **there will hardly be any free time**. Should you wish to do some **tourism, relax, travel around etc, be advised that this is NOT part of the programme**, and can only be done on your private costs if you arrive earlier or stay longer after the training course. The (international) volunteers of AKS Noah will be happy to support you with ideas on what to do before and after the training course. Right after the training course there is for example a famous open air festival in Vienna with free entrance (“Donauinselfest”).

■ CONDITIONS OF PARTICIPATION AND REIMBURSEMENT

The training course will **start with dinner on the evening of June 14th and end with breakfast on June 22nd**. Thanks to funding provided by the ERASMUS+ programme through the Austrian National Agency “Interkulturelles Zentrum” (KA1 youth field, mobility of staff), during this period all costs for food, accommodation, local transport and course materials are covered. You are free to arrive to Austria some days earlier or stay some days longer, as long as the total amount of your extra days outside of the programme activities is not more than seven days. **The costs of your potential stay in Austria outside of the period evening June 14th – morning June 22nd have to be borne by yourself and are not covered by the organisers.**

Following the rules of ERASMUS+, **the costs of your international travel are covered up to the following total amounts** (if you prove that your travel falls into the corresponding distance band):

- | | |
|-------------------------------|--|
| ■ EUR 20 (10-99 km): | Austria |
| ■ EUR 180 (100-499 km): | Slovakia |
| ■ EUR 275 (500-1999 km): | Belgium, Bulgaria, Denmark, Greece, Ireland, Italy, Latvia, Malta, Poland, Romania |
| ■ EUR 360 (2000 – 2999 km): | Portugal |
| ■ EUR 1300 (8000 – 19999 km): | France (Reunion) |

Furthermore, **a participation fee of EUR 50 is to be paid in cash in Austria**, and you are in charge of arranging your own **insurance for your travel and stay in Austria**.

Full participation in the programme from evening of June 14th to morning of June 22nd is mandatory to be eligible for the reimbursement of travel and subsistence costs.

■ TRAVEL ARRANGEMENTS

The best airport to fly to is **Vienna International Airport (VIE)**. Alternatively, you might also consider Bratislava, Linz or Salzburg. In the very worst case you could also reach us via Budapest or Munich, but this would add considerable travel time and costs to reach the venue in Strengberg.

Please bear in mind that you will also have some travel costs inside Austria to reach the venue, which are part of your travel budget. A safe estimate for your travel costs within Austria to reach the venue are EUR 50, but this can be easily cheaper. We will support you in arranging group and discount tickets. **As stated previously, do not arrange any travels yet, please wait for our answer on your nomination.** The selected participants will receive further information from us on how to arrange the travel within Austria.

■ PEDAGOGIC APPROACH

The training course will be based on the **specific needs of the participants and partner organisations**, and will be **highly participatory**. Diversity, e.g. in the group of participants, will be considered as a resource for the exchange and transfer of competences, as well as special attention is paid to the intercultural dimension of the project. There will only be few frontal lectures, the main part of the training course will be delivered in the form of **practical sessions implemented by the participants in a learning-by-doing fashion**, using the full toolbox of **non-formal education and experiential learning**. The trainers will take care of creating a **supportive and safe learning environment**, where participants are encouraged and coached while mastering challenges that contribute to their **personal, professional and organisational development**. The learning takes place both on individual level as well as in **synergetic group processes**. Special attention is paid to making the **learning points of the training course relevant, sustainable and transferable**, eg by producing exhaustive documentation and by providing templates for tailor-made development and action plans. The training course will furthermore be **embedded in a blended online learning and resource environment**.

■ MAKING WAVES

The participants and the partner organisations are expected to ensure a strong dimension of dissemination and exploitation of results of the training course. Specifically, the partner organisations and the participants should **ensure the following and provide proof/evidence on it** after the residential training course:

- disseminate and promote the project and its outcomes,
- transfer the competences developed at this training course to further stakeholders in youth work, inclusion work and education, and
- ensure the wider impact of this project by implementing concrete follow-up activities and providing opportunities with and for young people in their regions and countries.

■ CONTACT & TEAM

We are happy to hear from you and support you in any way possible! This is your team:

Michael Scheuchenegger (hosting, finances, administration)
Carmen Marcu (trainer)
MarCus Vreecer (trainer)

Contact us at → facilitation.for.all.2017@gmail.com
All the best from Austria!

		DAY 1 bees	DAY 2 lions	DAY 3 monkeys	DAY 4 bacteria	DAY 5 rats	DAY 6 giraffes	DAY 7 dolphins		
	WELCOME!	I+I+I = V	INCLUSION & PRACTICES	METHODS & STRATEGIES	X-PEERIMENT: PREPARATION	X-PEERIMENT: ACTION	ASSESSMENT AND FRAMES	COACHING & THE FUTURE	CIAO CAUCAU!	
08:00-09:15	Arrivals	Breakfast	Breakfast	Breakfast	Breakfast	Breakfast	Breakfast	Breakfast	Breakfast	
09:30-09:45		Course Opening	Morning Ritual	Morning Ritual	Morning Ritual	Morning Ritual	Morning Ritual	Morning Ritual	Departures	
09:45-11:30			Getting to Know Each Other	Inclusion Forum	Experiential Learning, Debriefing and Facilitation	X-PEERIMENT: Preparation by Participants	X-PEERIMENT: Participant-led Workshops	X-PEERIMENT: Participant-led Workshops		ABC of Coaching
11:30-12:00		Coffee Break	Coffee Break	Coffee Break	Coffee Break	Coffee Break	Coffee Break	Coffee Break		Coffee Break
12:00-13:30		Inclusive Team-building	Our Civil and Educational Activism as Inclusion Workers	Toolbox of 1001 Methods	X-PEERIMENT: Preparation by Participants	X-PEERIMENT: Participant-led Workshops	X-PEERIMENT: Assessment	Coaching in Action: Personal & Professional Development Plan		
13:30-15:00		Lunch	Lunch	Lunch	Lunch	Lunch	Lunch	Lunch		
15:00-16:30		Consensually Committed Contractualisation	Communication Skills	Cooking an Agenda	X-PEERIMENT: Guidance and the Art of Feedback	Exploring the Region	Learning, Facilitating & Educating: Styles, Spaces, Models and Roles	Making Waves		
16:30-17:00		Coffee Break	Coffee Break	Coffee Break	Coffee Break		Coffee Break	Coffee Break		
17:00-18:30		Non-Formal Learning, Competences & Youthpass	Group Dynamics & Challenging Cases	Enter X-PEERIMENT	X-PEERIMENT: Participant-led Workshops		Life Cycle & Impact: Needs - Deeds - Evaluation - FollowUp	YOUTHPASS, Learning Audit & Final Evaluation		
18:30-19:00		Family Groups	Family Groups	Family Groups	Family Groups	Family Groups				
19:00-20:30		Dinner	Dinner	Dinner	Dinner	Dinner	Dinner	Dinner		
20:30-☺☺☺		Welcome Reception	Intercultural Evening (I)	Intercultural Evening (II)	Passion Night	Prep Night	Austrian Night	Free Time		Farewell Evening