



## Call for participants

For the training course “Facilitation Skills”

18-27 November 2018

Slettestrand, Denmark

*Together with our partners, we are looking for participants from Azerbaijan, Bulgaria, Cyprus, Denmark, Romania, Moldova, and Ukraine.*

### Summary:

The Activity is an eight-working day Training Course for 32 youth workers from the partner organisations in *Azerbaijan, Bulgaria, Cyprus, Denmark, Romania, Moldova, and Ukraine.*

The training course will take place between 18<sup>th</sup> and 27<sup>th</sup> of November 2018, 18<sup>th</sup> being the arrival day, while the 27<sup>th</sup> - the departure day.

Global community is facing great challenges that cannot be combatted without supranational collaboration. Global threats and problems like climate change, financial crises and terrorism, all have immense impact at national level and call for international agreements and legislative actions to be effectively addressed.

The training “Facilitation Skills” gives youth workers skills, techniques and tools to disseminate, especially among youth, their knowledge upon the need for solidarity, common approach and togetherness in building inclusive and equitable societies. The activity will entail workshops, observation and interactive discussions. The training activities are designed for participants to be actively involved, share experiences and reflect upon their learning.

The followings are the learning objectives of the training:

- To give the participants skills, techniques and tools to facilitate discussions upon complex issues requiring collective responses.
- To give the participants the opportunity to develop their own non-formal sessions to promote the need for supranational and intergovernmental organisations to respond to global challenges.
- To promote European cooperation in the field of youth work, specifically, solidarity and participation.
- To provide an opportunity for youth leaders to meet peers from different cultural backgrounds and exchange experience.

The training will be conducted in English and translation will not be provided. Therefore, the participants are expected to have a good level of English, both written and spoken.

***Participation in the training course is free of charge.***



### Participants profile:

In order to participate, the candidates should be above 18 years old and must fulfill the following requirements:

- Be active youth workers from within the partner organisations;
- Have a good command of English;
- Be able to attend the entire event;
- Have potential and be motivated to disseminate the results of the activity;
- Agree on the Participant Declaration:

<http://intercollege.info/wp-content/uploads/2015/06/Participants-declaration.pdf>

### Application and selection procedure:

Candidates who fulfil the eligibility criteria shall apply via: <http://intercollege.info/united-in-change-facilitation>.

The application deadline is **October 7<sup>th</sup>**. The partners shall nominate their participants on **October 8<sup>h</sup>**. Confirmation of the participants selected will be sent by the organizer on October 11<sup>th</sup>.

Within **5 days** after the selection results are announced, participants must prove that they have purchased their tickets with a copy of the invoice and a copy of the e-ticket.

### Travel:

The travel budget per participant for this project is as follows:

Country	Distance Band	Budget
Moldova	100 – 499 km	180 €
Romania, Ukraine, Bulgaria, Moldova	500 – 1999 km	275 €
Azerbaijan, Cyprus	3000 – 3999 km	530 €

*\*calculated with the [distance calculator](#) of the European Commission*

Participants will be reimbursed for their travel expenses up to the amount available for their country and no more than the real costs. The travel budget cannot be increased if the participant travel on a bigger distance band than above.

The amounts have been calculated using the distance calculator of the European Commission from the location of each sending organization to the venue.

Should the travel expenses exceed the contribution available, participants shall cover the extra costs from own resources.

### **Reimbursement of travel expenses**

The reimbursement of travel expenses will be done after the activity. To get reimbursed, participants will send by post their travel documentation in original. The reimbursements will be made by bank transfers within 45 days after the organizer have received the original documentation by post.

Additionally, the reimbursement will be performed only if the following conditions are met:

1. Participants submit their individual participant report as requested by the European Commission through the Mobility Tool;
2. Participants and their sending organizations send the organizers a prove of dissemination activities.

### **Insurance:**

The participants must possess a travel insurance covering them for the whole duration of the activity.

### **Training Agenda:**

Attached to this call is the draft agenda of the training. Please note that some changes in the program could potentially be made. We are happy to receive your suggestions for improvements and your contributions.

### **Participant's declaration:**

Each participant shall read carefully and agree on the Participant Declaration found with the application form. Accepting the Participant Declaration is a requirement of participation.

### **Contacts:**

Should you have any questions regarding this call, please contact Ana Vieru at [ana@intercollege.info](mailto:ana@intercollege.info) or by phone at +45 45 34 30 40.

**Facilitation Skills**  
**18-27 November 2018**  
**Slettestrand, Denmark**

## AGENDA

### Day 1: Arrivals

### Day 2: Introduction

8:00	Breakfast
9:00	Introduction
9:30	Fears and expectations
10:30	Get to know each other
12:30	Lunch
14:00	Walk in the area
16:00	Team Building
18:30	Dinner

### Day 3: The Facilitator's Role

8:00	Breakfast
9:00	Discussions and presentations
12:30	Lunch
14:00	Facilitator's role – practical example
17:00	Debrief
18:30	Dinner

### Day 4: Facilitator's Toolbox

8:00	Breakfast
9:00	What is essential
12:30	Lunch
14:00	Planning a training session
17:00	Debrief
18:30	Dinner

### Day 5: Facilitation for Large Groups

8:00	Breakfast
9:00	Open Space Technology
12:30	Lunch
14:00	Learning Styles
17:00	Debrief
18:30	Dinner
20:00	Intercultural Evening

### Day 6: Disagreement Management

8:00	Breakfast
09:00	Example of methods. Role Play
12:30	Lunch
14:00	Disagreement Management
17:00	Debrief
18:30	Dinner

### Day 7: Inspiration Day

8:00	Breakfast
9:00	Visit to local organisation
12:30	Lunch
14:00	Visits in Aalborg
18:30	Dinner

### Day 8: Session Design

8:00	Breakfast
9:00	Group Work
12:30	Lunch
14:00	Group Work
17:00	Debrief
18:30	Dinner

### Day 9 Dissemination and Evaluation

8:00	Breakfast
9:00	Presentation of the group works
12:30	Lunch
14:00	Dissemination Strategies
16:00	Evaluation
18:30	Dinner
20:00	Farewell Evening

### Day 10: Departures

