

# Welcome

ERASMUS+ KA1 - TRAINING COURSE

## SEE, DRAW, LEARN

26 NOV - 4 DEC 2017  
NOWY SACZ, POLAND

## INFO PACK

If you are reading the following Info Pack this may mean that:

- >> you are interested in applying for the ERASMUS+ **See, Draw, Learn** Training course in Poland OR
- >> you have already applied and were positively selected to join the mobility OR
- >> you are about to start planning your travel to Poland for the course and you are just checking last-minute arrangements ;)

Regardless of which option applies to you, WELCOME!

As expected, the next few pages outline the most important information related to the course. Please have a read through the information provided and do get back to us in case some issues remain unclear or you have any further questions.

We hope to see you with us in Poland in November 2017!

**My Dreams Come True Association (MMS) TEAM!**

## ABOUT the PROJECT

The following project idea was inspired by numerous conversations with fellow trainers, facilitators, youth leaders and those responsible for organising learning/teaching/training spaces. To be more precise, the inspiration came from such simple comments as: **'I am not very creative'**, **'Sorry, my handwriting is not very good'**, **'I hope you are able to read that'** (comment of a trainer after completing a rather messy flipchart), etc.

Working with colleagues from around the world we have already heard many of these. This, in turn, made us reflect on why many of us, facilitators of learning, prefer to complain and come up with excuses, rather than work on our teaching/training/facilitating capacities? Do we really believe that we are not creative at all or enough and that there is no hidden potential deep down underneath our overall competences?

The answer to the question became clearer once we discovered so called **'visual facilitation'** - a way of combining graphics, text and all types of images so as to convey meaningful and goals-oriented messages. Want to know more? Simply google visual or graphic facilitation and you will be blown away ;)



## AIM and OBJECTIVES

*See, Draw, Learn* is a highly practical, hands-on training course aimed at improving the quality of communication and educational activities of youth NGOs. This will be done by means of **providing their staff (e.g. trainers, facilitators, teachers, coaches, youth work practitioners, volunteers and all those engaged in conducting educational activities) with a set of tools and practices for enhanced visual facilitation.**

In order to reach the project aim, the following objectives have been set:

- >> to explore and better understand the need for visual facilitation of learning in the youth activities nowadays;
- >> to bring together 30 practicing facilitators with lack of or low visual presentation skills and newcomers in the facilitation field so as to explore the benefits of visual facilitation;
- >> to explore and learn the variety of tools and methods applicable for visual facilitation and mapping of educational and informational activities in the youth field;

- >> to develop participants' skills in using important components of visual facilitation: shapes, colours, composition, hand-writing, paper-fold and -cut techniques, visual metaphors, analysing and summing up of information;
- >> to set up the basis for further development of these skills on individual and organisational level in order ensure the exploitation of newly gained knowledge for the benefits of NGOs and a variety of learners we work with.

## METHODOLOGY

The working methods of the training will include typical non-formal education methods, focused on individual and group exercises, workshops, live presentations, discussions, quests for experience and tests for skills, by which we are going to cover all the components of visual facilitation process. Most importantly, though, training course is a hands-on activity which means that project's agenda includes a lot of creative practical tasks allowing participants to reveal their talents and master facilitation skills.

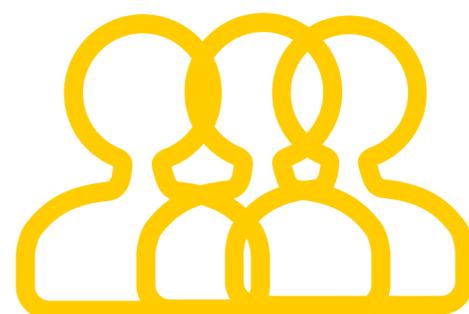
## TARGET GROUP

The very project is looking at the intensive capacity building of youth work practitioners and skills development in visual facilitation. Therefore, it is necessary that the attendees are related to the fields of education and youth e.g.

- > through the delivery of teaching/training opportunities
- > organising workshops
- > creating and facilitating development spaces
- > leading youth groups, etc.

Each of the partner promoters is asked to select their attendees accordingly, choosing from among the following capacities: trainers, facilitators, teachers, coaches, youth work practitioners, volunteers as well as all those engaged in conducting educational activities (either local or international).

Please note that the prospective candidates need to be min. 18 at the time of mobility taking place.



## FINANCIAL ARRANGEMENTS

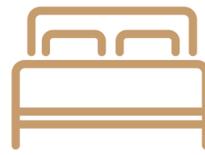


The following project is financially supported by the **ERASMUS+ grant**. Hence, 100% of food and accommodation expenses will be covered by the organisers and up to 100% of the overall travel costs (see the max. allowances per country listed below). Also, necessary visa documentation shall be provided where needed.



NOTE: Due to extra resources required and attractions planned for the course, participation fee has been set as **30 EUR**.

## PRACTICAL ARRANGEMENTS



All participants will be sharing **2-3 bedded rooms** at the **local student dorm** run by the Centre for Education and Youth Work in **Nowy Sacz, southern Poland**.

The same building hosts the office of 'My Dreams Come True Association' - the project coordinator, dining room, as well as training rooms where the mobility workshops will be conducted.

**The address of the venue:**  
ul. Rejtana 18  
33-300 Nowy Sacz, Poland



## TRAVELLING TO POLAND

>> **Sunday 26th November** – Please arrive at the meeting venue in Nowy Sacz by **6 pm** at the latest.

>> **Monday 4th December** – To allow time to get to the airports, your return flight must be **after 10 am** from Krakow or Katowice Airport or later from other airports. If unsure, please consult us before purchasing any tickets.

In order to find suitable connections between your airport of arrival and Krakow please check: <http://www.e-podroznik.pl/>



You are allowed to **arrive or depart max. 2 days before or 2 days after the mobility**. Extra stay will not be supported with food or accommodation, yet you can use this time to visit some places around Poland. Should your stay be longer than 2 days (unless necessary!) we do reserve the right not to reimburse part of your travel costs.



In line with the rules of the ERASMUS+ Programme, we would like you to make your travel arrangements **using the cheapest travel options**. Also, before purchasing any tickets, please make sure that your travel times/cost are approved by us in advance!

In order to receive up to 100% of your travel reimbursement, please make sure you fit into the travel budget allocated per country:



United Kingdom, Latvia,  
Estonia, Greece, Croatia, Turkey,  
Romania, Norway,



Austria, Slovakia,  
Czech Republic

Should you have any problems organising your travel or need advice,  
you can always contact us.

We'll be happy to help!!!

## HEALTH INSURANCE



Health insurance will NOT be provided or reimbursed by the mobility organisers.

All participants are required to purchase health insurance individually. If you live in an EU country and use a national health insurance system there, please apply for a FREE European Health Insurance Card: <http://ehic.europa.eu>



Day to day agenda of the project is currently being reviewed by the trainers' team. Please note that adaptations will be made once we receive applications of all participants. It is crucial for us to adjust the mobility so as to suit as many of our needs as possible and to make the course as practical as possible.

## PREPARATIONS

Preparations to the training course will be conducted on several levels:



**Practical preparations** - this includes any practical travel/visa/insurance, etc. arrangements. These will be supported by the host of the mobility as well as the sending organisations.

**Content-related preparations** - a few weeks prior to the course, participants will be informed about the necessary materials to be gathered and prepared. These typically refer to:

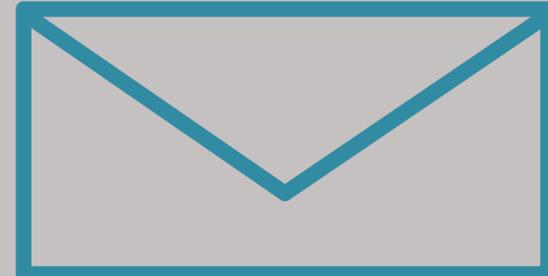
- Intercultural evening > possibility to present each of the countries represented
- NFO market > opportunity to network and showcase partner promoters' work
- Tools sharing > chance to introduce/share/test any tools/methods/best practices relevant to the topic of the course and used by the participants or partner promoters.



## CONTACT

Any questions related to the TC, travel to Poland or visa matters shall be addressed to the project coordinator **Basia Ligas** on:

[mms@mms.org.pl](mailto:mms@mms.org.pl)



Also, to ensure that your e-mails arrive to the project coordinator without delays, please always start your message with **ERASMUS+ TC See, Draw, Learn.**



**We'll appreciate any ideas and suggestions of yours that could be incorporated at the time of preparations to the project or during the activity itself.**

**This is going to be a training course which we wish to implement NOT FOR YOU but TOGETHER WITH YOU!**

**Let's make it an exciting learning journey!**

**We're looking forward to hearing from you!!!**