



PROTECT WORK, Slovakia

INFOPACK FOR GROUP LEADERS

YOUTH EXCHANGE - APV

Project Youth for Youth

Project partners: Slovakia, Poland, Ukraine and Czech Republic.

Date of APV: 5 - 7.10.2018

Place of APV: Penzión Sidorovo, Ružomberok

This info-pack contains all the important topics and information which regards you as group leaders being involved in Youth Exchange „Youth for Youth“. Please read carefully the information about advanced planned visit. We have tried to include all possible information in this pack, that are useful for APV. Don't hesitate to contact us in case something is not clear.

PROGRAM OF APV

Arrival: 5.10.2018

Departure: 7.10.2018

Place of APV: Penzion Sidorovo, Ružomberok, Slovakia

Meeting point: Penzion Sidorovo, Ružomberok, Slovakia

Contact person: Miriam

Mobile: 00421 903775850

Email: protectwork@protectwork.sk

**APV is only for group leaders
One Group leader from each partner organisation
2 leaders from Slovakia**

Partners:

GO ON - Ukraine

EYCB Břeclav- Czech Republic

Fundacja Kopalnia Inicjatyw – Poland

How to get to place of APV

Penzión SIDOROVO, s.r.o.

Družstevná 7580

03403 Ružomberok

SLOVAKIA

+421 908 519 887

GPS

49.023000, 19.291600

+49° 1' 22.80", +19° 17' 29.76"

<http://www.penzionsidorovo.sk/en/>

TRAVEL COSTS

| POLAND | UKRAINE |
|--|---|
| Distance Band 100-499 km Travel Grant/one person 180.00 EUR | Distance Band 500-1999 km Travel Grant/one person 275.00 EUR |
| CZECH REPUBLIC | SLOVAKIA |
| Distance Band 100-499 km Travel Grant/one person 180.00 EUR | Distance Band 100-499 km Travel Grant/one person 180.00 EUR |

It is the maximum budget for your travel costs to Slovakia including different transport vehicles to Penzion Sidorovo n Ružomberok, Slovakia.

TIMETABLE and PROGRAMME OF APV

| | Timetable - Activity Programme |
|--------------|---|
| <i>DAY 1</i> | |
| 13:00-15:30 | Arrival of group leaders |
| 16:00-17:00 | Introduction |
| 17:00-19:00 | Priorities, aims, goals |
| 19:00 | Dinner |
| 20:00-22:00 | Planning activities, sharing and exchanging ideas and experiences with youth work |
| <i>DAY 2</i> | |
| 8:00 | Breakfast |
| 09:00-13:00 | Participants profile, competences, specific needs |
| 10:30-13:00 | Preparation phase of project activities and methodology |
| 13:00-14:00 | Lunch and free time |
| 14:00-16:00 | alignment of the YE programme: goals, activities, learning outcomes, timetable of activities |
| 16:00-18:00 | Agreement on communication and cooperation, project mediation, division of tasks in reporting activities and final evaluation |
| 19:00 | Dinner |
| 20:00-22:00 | financial budget and travel expenses, administration |
| <i>DAY 3</i> | |
| 8:00 | Breakfast |
| 08:30-10:30 | Logistics issues, transport, insurance, exchange of contacts, security of participants |
| 10:30-11:00 | Coffee break |
| 11:00-13:00 | distribution of tasks and responsibilities after APV, deadlines, task fulfilment, administration |
| 14:00 | DEPARTURE |



PROTECT WORK, Slovakia

INFOPACK FOR PARTICIPANTS

YOUTH EXCHANGE

Project Youth for Youth

Project partners: Slovakia, Poland, Ukraine and Czech Republic.

Youth Exchange: 25-10-2018 - 31-10-2018

Place of Youth Exchange: Penzión Sidorovo, Ružomberok

We are happy to announce that the project “Youth for Youth” is coming! 30 participants, 5 group leaders, 4 countries, 6 Youth Exchange days and many non-formal education methodologies, sharing experiences, knowledge and best practices! Are you ready to take this challenge? Be ready to open your mind and heart and spread your experience outside. We are sure that you all will be the best ambassadors of your own country and organization.

This info-pack contains all the important topics and information which regards you as partners and participants. Please read carefully the next chapters. We have tried to include all possible information in this pack, even the apparently obvious topics. Don't hesitate to contact us in case something is not clear. You will receive further practical information in relation to your stay, the Youth Exchange, activities.

DEAR PARTICIPANTS,

We are looking forward to meet you in Slovakia, in beautiful region Liptov in Ružomberok.

We hope that this info pack will contribute to increase your understanding of aims of our youth exchange and there is useful information about our association and the project environment and project outcomes.

PROJECT PROFILE

The project will allow young people to explore entrepreneurship education and wake up entrepreneurship thinking. The project will give valuable tools and working methods applicable in a daily life and professional development to get involved in the labour market. The objective is to use methods of entrepreneurship education as a tool to address social inclusion and to fight against unemployment among youth.

The youth exchange is about entrepreneurship education and the process of creating and finding the best model, idea and a product in the business field to achieve skills needed in labour market. Participants will be encouraged to build a business plans and engage themselves in creating the solution to the existing problem on the process of creation of own business with the help of mentors.

Aims: Entrepreneurship education

Improvement of social and business skills

Connecting non-formal education with practical experiences in the business field

Decrease youth unemployment through achieving and developing skills

To develop young people and their entrepreneurial skills and personal skills is necessary to develop partial entrepreneurial competences (world of work, risk and financial management) and improve their ability to apply theoretical knowledge in a practical business field.

- participants get knowledge about business environment, fundraising of marketing, world of work, money, increase awareness of importance of education for business success.

- how to implement entrepreneurial ideas (description, critical evaluation, expert advice, demonstrations)

Activities are based on:

- market situation (target.sk, competition, partners)
- developing a business plan (plan) and creating the conditions for the implementation,
- linking the acquired information with real practice,
- processing a case study with the application of its own business plan,
- discussion with successful business man and woman in the real business world.

Target group:

Young people at the age of 15-20 years old

Young people from unprivileged regions

Young people with fewer possibilities facing social, geographical and family obstacles

Young people with high interest about entrepreneurship education in the link with the field of her/his study

Participants' profile:

The Project participants will be young people between 15-20 years old young people passionate of entrepreneur education, interested in business issues as well as keen to make their own business plan. Basic knowledge of English is required for the participants, the youth leaders should have an intermediate level.

Selection criteria

The candidate's profile comes to terms with the conditions requested in the Erasmus+ Program. The Youth Exchange is opened to all the young people between 15 and 20 years old resident in one of the partner countries – Slovakia, Poland, Czech Republic and Ukraine.

Commitment to the project we will give priority to those candidates that have the possibility to participate to the project during all its duration and that are aware of their commitment to the project. We are looking for candidates that are open to new cultures and are willing to learn from their participation, ability to speak English in the communication level is required that's why workshops and project activities will run in English.

It would be nice if each country could come with equal number of boys and 4 girls including youth leader. There is no age limit for the youth leader.

Expected learning outcomes:

- Participants will learn about entrepreneurship education, its principles and obtain practical experience, especially how to create a business plan, to be successful and find own place in the labour market.
- The participants will acquire knowledge about marketing and advertising and they will develop skills in business field, teamwork, resource management and risk management in the business.
- The participants will learn how to realise a business plan in a practice, they will learn to speak in public and cooperate to create and realise a business plan with partners of the same mind abroad.
- The participants will improve their skills to be successful in the labour market and not to become unemployment as a youth – exchanging ideas, practical examples, discussion with the successful business man and woman
- The participants will learn about information: selection of relevant information, knowledge and data processing in the process of the creation of own business plans.
- The participant will improve their digital skills: to create a business plan in the real entrepreneurial environment processing a case study with the application of its own business plan.
- The participants will learn the techniques of doing business, they will try to make a own business with the help of experiences business leaders and successful young people in the running their own business.
- The participants will acquire knowledge of different methods of entrepreneurial education
- The participants will improve their linguistic skills by the use of English language spoken and written.
- The participants will develop attitude to work in an international team and ethical attitudes in the business;
- The participants will acquire social skills as group building, crisis prevention etc. by managing different group of people, creating own product and applying business ideas in a real.
- The participants will develop entrepreneurial attitude, by proposing and implementing his/her own ideas.

Activities:

We will implement the project through workshops for youth, using non-formal & informal learning methods like:

- Working groups and reflection;
- Workshops for get to know better participants and they experience (discussion learning method);

METHODS OF NON_FORMAL EDUCATION:

- Discussion with speakers from business field;
- Role playing, presentation games and other consolidation activities;

- Intercultural evenings (every evening one culture group will introduce their culture difference).

Dates:

Project Activities will take place from **Thursday 25 October 2018** (arrival day – Activity day) to **Wednesday 31 October 2018** (departure day).

Working Languages: English

Number of Participants: 6 youth + 1 group leader per country

Number of Countries: 3 + 1 (Slovakia)

Working conditions: **START** 25-10-2018 **END** 31-10-2018

Working days: 6

Travel days: 2

Accommodation and food: 100% covered by Erasmus plus funds;

Participation fees: no participation fee is required from the participants;

Materials: provided by the organization Protect work.

Special requests: needs to be communicate and approved before arrival of Youth Exchange

Travel expenses: It is necessary to keep in mind the maximum budget of travel costs for one participant for each country.

Please, do not buy any flight tickets, it is not allowed to travel by plane to Slovakia for Youth Exchange. The maximum budget of travel expenses for person and country is limited. That's why before you buy tickets, communicate with us

DATE AND PLACE OF YOUTH EXCHANGE

Arrival: 25-10-2018

Departure: 31-10-2018

Place: PENZION SIDOROVO – Ružomberok, Slovakia

ACCOMODATION



The rooms are equipped WC and free WIFI internet connection. A summer terrace provides possibilities for outdoor activities and workshops. Place is suitable for wheelchair users.

HOW TO GET TO A PLACE OF YOUTH EXCHANGE

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Including APV – advance planned visit is only for group leaders, one from each country who must participate in Youth Exchange!

If you travel by train or bus:

If you travel by train or bus the final stop should be Ružomberok, from where we will pick you up! Here is no direct train or bus, you must change a transport vehicle several times.

If you travel by car:

If you travel by car, there are highways from all Europe countries directly to Slovakia and Ružomberok, please, be aware of the fees which you must pay at the border. Keep in mind that there is no possibility to pay this travel costs through Erasmus funds.

IMPORTANT!!!

Please take into consideration that for the pickups we will need to save some money from the travel budget. For this we recommend you to contact the other groups to meet each other and being picked up together!!!

Money Exchange:

Participants coming from outside euro zone, should exchange money if necessary. Food and accommodation is covered by Erasmus funds.

Reporting:

You are requested to bring with you (according to European procedures):

- A photocopy of your travel tickets
- A copy of the invoice / receipt from the travel agency, certifying the actual ticket price
- Remember to keep your boarding pass, it is absolutely necessary for the reimbursement of your travel expenses.
- Also keep the bus and train tickets you use during your travel.

Reimbursement:

The refund will be made by bank transfer, when the original tickets and boarding passes (for the way back home) will arrive to our office and when all the survey will be done. Our address:

Protect work
Závodská 679
90873 Veľké Leváre
Slovakia

WHAT DO YOU NEED TO BRING WITH YOU:

For the International EVENING:

Food and / or drinks from your own country. There is a refrigerator but it is not possible to cook. We do not have a budget for this expense, please consider it as a present for the other participants.

For the activities:

Information brochures of your country and organization. General cultural aspects of your country. You can make posters, brochures and other little things. If you can you can prepare your wall presentation about your country and organisation you are involved in. You can make an electronic presentation

of yourself and / or your organization and / or your country, if you would like to.

- **Any medication you think you will need during Youth Exchange.**
- **Ideas for teambuilding games and outdoor activities to have fun**
- **Sport shoes and clothes you won't mind wearing during work – the region of LIPTOV is colder than other part of Slovakia – please consider that if you pack clothes, remember there is also possibility of rainy days.**

FOOD:

If you are vegetarian or you have any allergy problems, please inform us Before arrival at Youth Exchange.

INSURANCE:

Participants from EU countries should carry a European Health Insurance Card (former E111 form).

RESPONSIBLE PARTICIPATION:

In order to have a responsible and participative atmosphere, we are expecting from you to give the maximum of yourselves to participate as much as possible and in the best way.

Contact :

Email: protectwork@protectwork.sk

- Lucia +421

if Lucia is not in the office at the moment:

- Peter + 421

We are looking forward to meet you and work together with you. We hope you will enjoy Youth Exchange in Slovakia!



Information about our organisation

Protect work is NGO settled in Veľké Leváre near Malacky and based on the youth work with youth and for youth to make their life conditions better and to help them to improved skills to be involved in the labour market.

Leaders involved in the exchange activities will be people who have been working with young people in local communities for many years and have extensive experience in coordinating in general, developing and leading workshops and youth activities on the principles of non-formal education.

We give business a human dimension. The mission is to carry out an activity to promote independent living, priority is the non-formal education and development of the social and personal skills of young people to make them possibilities opened and to succeed in daily life.

WE encourage THE DEVELOPMENT OF THE PERSONALITY OF young people with and without disabilities, strengthening their work habits and competences that will allow them to enter the open labor market. We're improving the terms and conditions their effective and social integration. We run a sheltered workshop where employees are developing professional knowledge and professional skills in cooperation with mentor.

We run COMPREHENSIVE TRAINING PROGRAM DOFE (talent development, sport, volunteering) helping young people to succeed in daily life and empower them by skills that they are good at.

About YouthPass certificate

All participants in the youth exchange have the option of receiving a Youthpass certificate which proves their participation in the exchange. Youthpass is a tool to document and recognize learning outcomes from youth work activities. It is available for projects funded by Erasmus+ (2014-2020). It is a part of the European Commission's strategy to foster the recognition of non-formal learning, putting policy into practice and practice into policy:

- While creating their Youthpass certificate together with a support person, project participants are given the possibility to describe what they have done in their project and which competences they have acquired. Thus, Youthpass supports the reflection upon the personal non-formal learning process and outcomes.

- As a Europe-wide recognition instrument for non-formal learning in the youth field, Youthpass strengthens the social recognition of youth work.
- Youthpass supports active European citizenship of young people and of youth workers by describing the added value of their project.
- Youthpass also aims at supporting the employability of young people and of youth workers by raising their awareness of and helping to describe their competences, and by documenting their acquisition of key competences on a certificate.

Dear participant,

Your sending NGO should provide all relevant information about the Youthpass certificate and you can also check it yourself on the official website <https://www.youthpass.eu/>