

## Call for participants

Training of Trainers – Skills & Tools 2015  
6<sup>th</sup> – 14<sup>th</sup> September 2015, Leysin, Switzerland

TRAINING COURSE – KEY ACTION 1 - LEARNING MOBILITY OF INDIVIDUALS

THE TRAINERS' TEAM

# About the Training Course

AIESEC Zurich has been developing youth work activities and the realisation of the need for providing young people with training in the different aspects in the youth field for years. This is a training for the development of skills and tools for trainers. Better trainers in the youth field means better training of youth workers and volunteers, better skills development, better youth work.

Most youth organisations are engaging in developmental youth work with young people, this is not just about building relationships but also about equipping them with skills and competencies for their journey into adulthood, through workshops and training activities.

Many young people involved in youth work become volunteers themselves and take on responsibilities and in time are expected to run workshops, Erasmus Plus Programme activities, teach others in the skills of youth work and so on...

The skills and tools related to being a trainer are rarely taught. This project will provide basic skills and tools for young people who want to develop their trainer competencies.

## Who can participate?

To do this we invite 32 participants coming from 15 youth NGOs from 15 countries: **Switzerland, Spain, United Kingdom, Portugal, Macedonia, Italy, Estonia, Greece, Armenia, Azerbaijan, Slovakia, Czech Republic, Hungary, Poland and Montenegro.**

The participants will be selected according to the following criteria: above 18 years old, **no or small working experience as trainer** in the youth field, strong motivation to develop their trainers' skills, leadership competences, gender balance, very good English, active involvement in a youth organisation and interested in delivering training courses and workshops to other young people

## Methodology

The methodology used in our program will be one of the non-formal learning and will encourage all the participants to participate actively in all activities through: work in small groups, ice-breakers and energizers, team-building and trust-building games and exercises, role-plays, simulations, individual work for self-reflection, creative thinking and expression, group reflection and feedback sessions, outdoor activities.



## Trainers

**Nik Paddison** – United Kingdom  
**Hranush Shahnazaryan** - Armenia



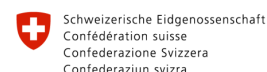
Schweizerische Eidgenossenschaft  
Confédération suisse  
Confederazione Svizzera  
Confederaziun svizra

## Supported and funded by:

**The Government of the Swiss Confederation** within the approved budget for transitional solution for Erasmus + in 2015.

This decision was taken with respect to the goal of the Swiss Government to fully participate in Erasmus + in 2016.

**CH Foundation** represents the National Agency of Switzerland and administrates these programmes.



# Why ToT?

Young people are faced with bigger challenges on their way towards achieving their goals in life, building their competences and getting suitable education and work. We believe that the full development of the competences of the young people as resources is the key element for encouraging and ensuring further growth in times of big transitions. Therefore, we are continuing with our strong efforts to create more learning opportunities for the young people in order to make them more competent and more mobile where they can learn from each other.

## Specific objectives

- to encourage young potential trainers to review and enhance their competencies in the non-formal setting,
- to develop basic training competencies, group dynamics, communication and presentations skills and to get them to practice and build on existing skills,
- to provide safe space for learning where participants will be learning by doing, while being supported in the process by experienced trainers,

- to facilitate the process of building strong relationships among young people from different cultures and creating feeling of solidarity and empathy,
- to promote the Erasmus + Programme and the possibilities that it offers.



### ABOUT AIESEC ZURICH

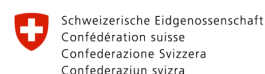
AIESEC Zurich, is a sub-branch of AIESEC Switzerland. It comprises more than 50 members, from over 20 different cultural backgrounds.

Website: <http://zh.aiesec.ch/>  
 Contact: [stevica.levajkovski@zh.aiesec.ch](mailto:stevica.levajkovski@zh.aiesec.ch)

# The Venue - Leysin-Feydey, Switzerland



Leysin is a municipality of the canton of Vaud in the Aigle district of South-West Switzerland. Located in the Bernese Alps, Leysin is a sunny alpine resort village at the eastern end of Lake Geneva in proximity to Montreux, Lausanne and Geneva. We will have unique chance to experience the Swiss Alps in summer time, 1450 m above sea level and wonderful nature around. In Leysin the official language is French, but most of the people speak German and English as well. If you want to learn more about the region and the possibilities offered there visit: <http://www.leysin.ch/en/index.cfm>



## Finances - costs - deadlines

The project is funded by the Government of the Swiss Confederation under the Mobility program for young people coordinated by the CH Foundation. For all participants these costs will be covered:

- ✓ Food and accommodation in a hotel – 100%
- ✓ Visa costs 100%
- ✓ Travel costs (100% but within limit up to 300 Euros for the participants coming from abroad and up to 50 CHF for the participants coming from Switzerland)

Please remember that you will have to **pre-finance** all your transport.

Therefore, you must collect and keep all original tickets, bills, invoices in order to be reimbursed at the end. The currency in Switzerland is CHF – Swiss Franc.

### Participation fee

The only cost that the participants need to pay is the fee of 50 Euros.

This amount will be deducted from your travel costs during the transfer of the reimbursement.

For the Swiss participants, the difference between the amounts will have to be paid upon arrival at the hotel.

### How / until when to apply?

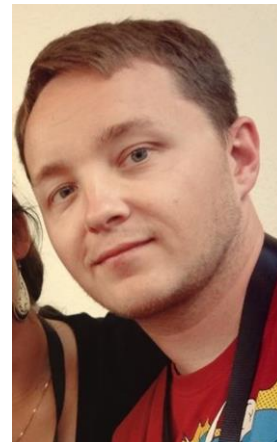
All interested young people who are fulfilling the criteria mentioned above in the “Who can participate” part, are more than welcome to fill in and send us the application form online. You will find the form by [clicking on the following LINK](#)

**Deadline for applications: 17th May 2015, 23:59h CET.**

The assessment of the applications will be made by the trainers. Only the selected participants will be informed by email and will get the detailed info-pack with all practical information regarding the training course.

## CONTACT PERSON

If you have any kind of questions or doubts about the training course, the logistical arrangements or other, please do not hesitate to contact the responsible person for the project:



**Stevica Levajkovski**

[stevica.levajkovski@zh.aiesec.ch](mailto:stevica.levajkovski@zh.aiesec.ch)

Tel: +41 79 400 42 97

## What we offer?

The training programme will offer a great chance for each participant to get actively involved with her/his ideas, opinions and suggestions. We provide a safe working environment where everyone will feel accepted and integrated into the process and will be focused on her/his personal development in becoming better youth trainer. The trainers are going to have main role during the programme to make sure that participants understands the activities, they are able to follow the programme and they are capable to deliver workshops, with all the support that they would need. With the methodology used, the participants will develop their competences as trainers, they will build up their self-esteem, the ability for self-reflection and self-assessment, they will improve their communication and presentation skills and will get practical experience from which they will benefit in the future when they will continue with the delivery of other workshops and trainings in their home countries.

We are emphasizing the importance of creative and innovative thinking among the participants which will lead them towards new challenges that can enforce their entrepreneurial capacity and their leadership potential. We want to achieve better understanding among the participants who are coming from different parts of Europe through which a stable network is going to be built and will serve for continuous cooperation between them on future projects and initiatives similar like this training course.

As for the partner organizations, they are going to use the potential of these young people who are going to transfer the knowledge back to their colleagues and peers, they will be able to work on new projects on local, national and international level, they will also motivate others with their personal example to get involved in the youth work field and in the field of delivering trainings for young people. With no doubt, this training course will strengthen the capacities of each partner organization involved and will open new perspectives for cooperation in future within the Erasmus Plus Programme.



The program 6<sup>th</sup> - 14<sup>th</sup> September 2015, Leysin, Switzerland

Training of Trainers - Skills & Tools 2015

Programme Overview

6 <sup>th</sup> Sept	7 <sup>th</sup> Sept	8 <sup>th</sup> Sept	9 <sup>th</sup> Sept	10 <sup>th</sup> Sept	11 <sup>th</sup> Sept	12 <sup>th</sup> Sept	13 <sup>th</sup> Sept	14 <sup>th</sup> Sept	15 <sup>th</sup>	
<b>Arrival</b>	Introduction	Physical Learning Environment	Communication Skills	Introducing activity	Group Dynamics	Games & Energisers	Workshops	Designing a Training programme	<b>Departure</b>	
	Break									
	Welcome Space	Physical Learning Environment	Communication & Presentation	Science of Questions	Challenging Behaviours	Tips & Tricks	Workshops	Designing a Training programme		
	Lunch									
Official opening	Group Building	The Art of Non Co-Working	Presentation & Communication	Exploring Questions	Free Afternoon	Tips & Tricks	Workshops	Erasmus+ Future projects		
Break						Break				
Name games & Ice breakers	Learning to Learn	Co-Working	Presentation Skills	Facilitating Discussions		Workshops Intro	Workshops	Final Ref Groups		Evaluation
	Learning Pairs				Learning Pairs		Closure			
Dinner										
Welcome Eve	Free	Food & Drinks	Cultural Stories	Videos Night	Free	Board/Card Games	Free	Farewell party		