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International Erasmus + Training Course

E+QUALITY WEEK: IMPROVING PROJECT MANAGEMENT COMPETENCES IN YOUTH WORK



Italy, 01/12/2017 – 08/12/2017

**Project powered by EUROSUD and GEYC under Erasmus+
programme**

SUMMARY OF THE PROJECT

BISCEGLIE, ITALY

02/12/2017 -07/12/2017

The project will gather representatives of youth centers and organizations working with youth from Italy, Bulgaria, Czech Republic, Spain, Croatia, Former Yugoslav Republic of Macedonia, Malta and Romania. The activities will be hosted in Bisceglie, Italy from 02 to 07 December 2017.

1st December is arrival day, 8th December is departure day

"**E+QUALITY Week: Improving Project Management Competences in Youth Work**" is a 6-day mobility for youth workers which will take place in Bari, Puglia, a region currently facing challenges such as youth unemployment, economic and refugee crisis. The current Erasmus+ Period 2014-2020 holds lots of opportunities to fund innovative ideas and projects in order to address these issues, however these opportunities are not always realised. This project is the result of a common need for qualified staff and know-how on quality assessment tools for E+ projects.

The project's main objectives are:

- O1:** to improve youth workers' project management skills, thus responding to high demand for qualified staff who can implement successful E+ projects that really make a difference in their communities.
- O2:** to develop their competence in planning, implementing, monitoring and assessing the quality of training courses.
- O3:** to encourage the participants to share insights and best practices regarding training courses' quality, thus broadening understanding of practices, policies and systems in youth work across countries.
- O4:** to foster collaboration at a European level, within Erasmus+ framework, between NGOs in order to increase the capacity to trigger changes in terms of modernisation and international opening and to find reliable partners for future collaborations.

"E+QUALITY Week: Improving Project Management Competences in Youth Work" will enable the youth workers to approach all types of learning styles, including activities to stimulate working in big and small groups, pairs, as well as individually.

26 youth workers, aged 18-35, hoping to develop their project management competences and motivated to increase the quality of their work, will participate in this project. They will come from 9 partner organisations from 8 different countries, namely Italy, Bulgaria, Czech Republic, Spain, Croatia, Former Yugoslav Republic of Macedonia, Malta and Romania.

It is expected that the participant youth workers will improve their key competences regarding project management and assessing quality but also their pro-active attitude, the ability to transfer this know-how to their colleagues and put it into practice. Focusing on how we can achieve and assess quality in E+ Training Courses through investing in knowledge, skills and competences of youth workers will bring an added value to the improvement of youth organizations and society as a whole by contributing to growth and ensuring equity, prosperity and social inclusion in Europe and beyond, in line with the objectives of the Europe 2020 Strategy and its flagship initiatives.

PARTICIPANTS' PROFILE

In order to be an eligible participant, candidates would need to have the following profile:

- Have a working competence in English to follow the activities and to contribute actively to them;
- Be able to participate fully in the event and be able to live and work in intercultural and international environment;
- Have experience in youth work; According to GEYC, this is defined as “You have worked with youth (14-35 years old) for at least 20 hours in the past 6 months leading activities linked to facilitating a learning process, guiding, mentoring, coaching, informing or supporting young people, online and/or offline, outside the formal education setting.” (<http://www.geyc.ro/2016/01/overview-what-is-youth-work-what-is.html>)
- Be willing to share ideas, and motivated to improve skills;
- Be between 18-35 years of age.

EUROSUD will host 26 participants as following in table:

COUNTRY	NUMBER OF PARTICIPANTS
Italy	4
Croatia	2
Bulgaria	4
Czech Republic	3
Romania	4
Former Yugoslav Republic of Macedonia	3
Malta	3
Spain	3

WHAT TO BRING WITH YOU?



- **Medicines:** For preventive reasons we recommend for those who may have health problems to bring their own medicines for all your stay;
- **Bring your own towels and personal cosmetics** such as shampoos, gel, toothpaste...;
- Please bring information (leaflets, posters) about your organization so you can present your NGO to other participants. It will be a good way of establishing contacts;
- If you can, bring your own camera;
- Any dictionaries you might need for a smoother communication in English.



SPECIAL NEEDS

If you have special needs such as vegetarian food, food allergies, food intolerance, etc., we would like you to formulate this in details to eurosudngo@gmail.com. We will do our best to arrange all things with the venue.

Meals are prepared by experienced house-keeping staff using products from fresh ingredients from garden (in season) or locally sourced. Meals can be tailored to suit any dietary requirement. Full catering and refreshments are available for both day courses and residential bookings.

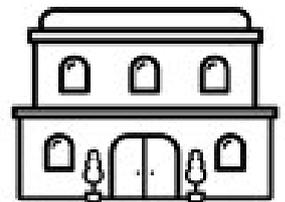
INTERCULTURAL EVENING



During project is planned to arrange the Intercultural evening. You will present your own country. This presentations/activity should not be just a “lecture” so try to find most creative way to show your national culture. It means that all options are possible. A culture may be presented by a song, group games, a story, poem, dance or interesting and curious legend. So, please **bring a flag** of your country, some **traditional food, drinks** and other stuff that you consider relevant in order to present your country.

ACCOMMODATION

The venue we chose for this project is a **Pilgrim House** part of a wonderful Franciscan Monastery complex and it is located just outside of a vibrant and diverse neighborhood in Bisceglie, in the closest countryside of Bari. City is really easy to reach trough public transport coming from Bari train station. Venue is located 20 minutes of walk from train station of Bisceglie.



The venue offers a choice of accommodation for the guests, such as five and six shared bedrooms with bunker beds. All rooms have essential services, including, heater / fan and writing table. In addition, we have a dormitory for men and for women, each unit providing a degree of privacy with wardrobe. Bathrooms are shared, so we suggest you to bring flip flops with you.

Pilgrim House exists to provide an affordable, comfortable, safe, communal space for visitors and guests. We practice recycling, conservation of resources, hospitality, shared daily chores, and a serious commitment to a peaceful, welcoming, and grateful

atmosphere. One of the priorities is to encourage visitors, pilgrims and guests to do the same. Not only is this sound sense for all; it is also a matter of delivering on our duty of care towards future generations.

The Pilgrim House serves traveling guests seeking a warm and safe place to stay while enjoying their time in the surroundings of Bisceglie and Puglia region. The facilities of Pilgrim House include warm and friendly common areas, well equipped kitchen and food storage options for guests and visitors. Additional features include free internet access, recycling, and off-street parking.





TRAVEL REIMBURSEMENT DETAILS

Please keep your ORIGINAL invoices, receipts, tickets, boarding-passes or any other transport document.

Be careful, since without these documents, we could not reimburse your travel costs!

LIMIT FOR YOUR TRAVEL COST

COUNTRY	TRAVEL GRANT PER PARTICIPANT
Italy	180 € (distance more than 100km)
Croatia	275 €
Czech Republic	275 €
Bulgaria	275 €
Romania	275€
Former Yugoslav Republic of Macedonia	275 €
Malta	275 €
Spain	275 €

!! PLEASE NOTE THIS!!

!NOTE:

If you bought your ticket in your local currency (which might be different than EURO) we will calculate your travel costs according to the exchange rates from official European

Commission web-site:

<http://ec.europa.eu/budget/inforeuro/index.cfm?Language=en>

!! NOTE: TAXI service won't be reimbursed.

Be aware that regarding your flights itinerary, excess /additional luggage will not be refunded. Please make sure you have return tickets for all stages of your travel (return plane tickets, return bus tickets, etc.).

!!! NOTE:

Reimbursement will be given only on the basis of an existing ticket. **No advance reimbursement for future tickets will be given.**

Reimbursement will be transferred after the approval from National Agency!

*DRAFT WEEKLY PLAN

Day 1: ARRIVALS

- Get to know each other in informal way
- Welcome evening

Day 2:

- Ice Breaking Exercises & Name Games
- Team-Building Activities: “ COMPASS POINT “
- Introduction to the Project: “E+Quality in my region “
- Erasmus+ & Youthpass presentation
- Travelling without moving – part 1

Day 3:

- Workshop: Quality World café
- Group work: Case study & SWOT analysis
- Building quality - Simulation game
- Assessing quality in E+TCs
- Travelling without moving – part 2

Day 4:

- Presentation: Three Pillars of education
- Interactive brainstorm: Quality check of non-formal education methodology in E+TCs
- Quiz: Consumption vs Savings
- OPEN SPACE (evening activities organized by the participants)

Day 5:

- Tips & tricks to reach high-quality
- Communication campaign in 6 steps
- City challenge and Meeting with the local experts
- Mid-term Evaluation

Day 6:

- Talking about good practice and Quality of Erasmus+ partnerships
- Group work: Mix & match: Towards future E+ TCs together
- Follow-up action plans
- City by night

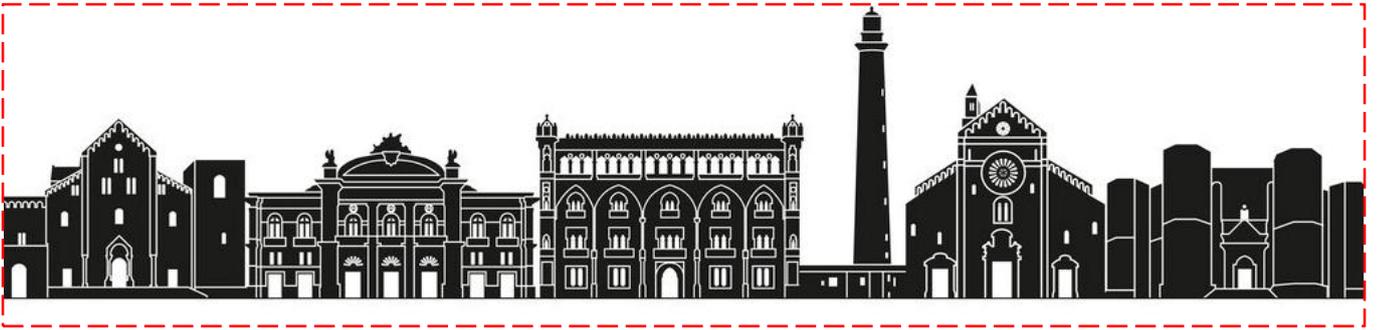
Day 7:

- Quality EuroCasino
- Final Evaluation
- Youth Pass and Closing Ceremony
- See u soon Party

Day 8: DEPARTURE

* Please be aware that activities in the weekly plan can be changed according to the needs of the participants

HOW TO GET TO BARI?



By plane

There are approximately 40 cheap flights to get to Bari (BRI) from different European airports. Taxi to downtown costs €25-30, but there are buses (line 16, 1€, ~45min) and a new metro service (5€, ~15min) connecting the airport to central Bari and the train station. [Tempesta Autoservizi bus-shuttle](#)

By train

Check www.trenitalia.com for time tables and prices.

By car

You can get to Bari by A14 highway, which runs from [Bologna](#) to [Taranto](#) following the Adriatic coast.

By bus

You can use [Onbus Company](#) to travel from Sicily to Puglia. [Touring](#) buses connect Germany to Puglia. There are other buses which travel across Italy such as flixbus.com.

By boat

Bari is the destination for ferries incoming from the Greek port of [Patra](#) and Igoumenitsa. If you are traveling on a Eurorail during the low season, the cost is €16, during the mid season it's €31. A normal ticket to Igoumenitsa is about €29 on the deck and in low - season. There are also ships to [Bar](#) and [Kotor \(Montenegro\)](#), [Dubrovnik \(Croatia\)](#) and to [Durrës \(Albania\)](#). Ferry operators are either [Superfast Ferries](#), [Blue Star Ferries](#), [Azzurriline](#) or [Jadrolinija](#). An up-to-date site [with international ferry schedules is here](#).

PARTICIPATING ORGANISATIONS

If you want to apply and participate in this project, you are requested to contact sending organization from your country, via the following email address:

EUROSUD ITALY (APPLICANT)

eurosudngo@gmail.com

SDRUZHENIE ALTERNATIVI INTERNATIONAL BULGARIA

Alternativi.international@gmail.com

Bulgarian Youth Form BULGARIA

bulgarianyf@gmail.com

EVROPSKE CENTRUM MLADEZE BRECLAV - EUROPEAN YOUTH CENTRE BRECLAV Z.S. CZECH REPUBLIC

eycb.info@gmail.com

ASOCIACION PROJUVEN SPAIN

info@projuven.org

Hrvatska Udruga Mladih CROATIA

hum.udruga.mladih@gmail.com

ASSOCIATION OF CITIZENS CEFE MACEDONIA SKOPJE FORMER YUGOSLAV REPUBLIC OF MACEDONIA

info@cefe.mk

TERRA DI MEZZO (TDM) 2000 MALTA MALTA

info@tdm2000malta.org

ASOCIATIA GEYC ROMANIA

office@geyc.ro

*** If you are not among the partner countries but still interested in the project please contact us at eurosudngo@gmail.com***



CONTACTS

ADRIANO DIFRONZO

☎ 0039 339 865 9954

✉ eurosudngo@gmail.com



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