Training Course
"Manage the Future - Build Partnerships"

ja | Erasmus+

Key Action 1 - Learning Mobility of Individuals

a Project Management Training on Participation and value of Partnerships in international Youth co-operation projects in Erasmus+

2nd – 9nd May 2015
ARROUQUELAS, PORTUGAL

PROJECT SUMMARY

The "H_2O", Youth Organization from Arrouquelas, Portugal invites you to apply to become a partner organisation in the 7-day training course "Manage the Future – Build Partnerships".

Training Course
"Manage the Future - Build Partnerships"

The training course focuses on international project management, value of partnerships and participation of young people. It will take place in May 2015 in Rio Maior, the main city near Arrouquelas in Portugal. Civil Society Organisations from all EU member states (Erasmus+ Programme Countries), as well as from all countries of the Eastern Partnership region.

Partners:
- Georgia – Academy for Peace and Development;
- Ucrânia – Alternative –V;
- Turquia; Moldávia – Calea Lactee;
- Armenia – Youth Cooperation Centre of Dilijan;
- Czech Republic – European Youth Centre Breclav;
- Eslováquia – Nadacia Krajina Harmonie;
- Lituânia – Apvalus Stalas;
- Estónia – Continuous Action;
- Portugal – H2O and GCA Donas

The training course aims to support sustainable partnerships and high quality of international youth work in Europe.

Training Course
"Manage the Future - Build Partnerships"

Objectives:

1. To develop competences of youth workers in international project management, building sustainable partnerships and ensuring high levels of youth participation;
2. To learn from existing experiences and local realities in East-West context;
3. To build partnerships and develop international youth projects with strong links with local youth work needs.

The main elements of the training course will be the following:

- **ERASMUS+:**
  Detailed overview of the Erasmus+ programme, its priorities, actions and procedures;
- **DESIGN:**
  How to design projects based on the needs of specific target groups in Erasmus+ programme;
- **PARTICIPATION OF YOUNG PEOPLE:**
  How to ensure high level of participation of young people in Erasmus+ projects;
- **PARTNERSHIPS:**
  How to manage communication, procedures, information, knowledge and sustainability in partnerships;
- **INTERPERSONAL RELATIONS:**
  Leadership, decision making, team work and dealing with conflicts;
- **SHARING PRACTICES:**
  Sharing practices of international cooperation projects, partnerships, challenges and local youth work

- **FINANCES:**
  Financial management, financial rules of the Erasmus+ programme and co-financing opportunities;
- **TAKING ACTIONS:**
  Building and strengthening partnerships and youth projects;

PROFILE OF PARTICIPANTS

This training is open to Activists, Community leaders and Workers, Educators and Project Managers active in the filed of YOUTH. More then 20 years and active.

Participants should satisfy the following requirements:

- Intermediate level of English Language;
- Motivation and interest in attending the training course and participate actively;
- Ability to develop partnership and international youth projects on behalf of their organisations.

Training Course
"Manage the Future - Build Partnerships"

RESPONSIBILITIES OF PARTICIPANTS

Participants are expected to:

- Participate actively in pre-training meetings, during the training itself and follow-up activities;
- Attend all training
- Participate in a self-assessment of competences;
- Prepare case studies from the practices of their organisations and on personal level;
- Ensure visibility of the training by participating actively in developing and promoting online tools, e.g. Project blog, facebook group etc.

!Each organisation should be able to nominate **two participants**;

Training Course
"Manage the Future - Build Partnerships"

PARTICIPATION CONDITIONS

- Accommodation, board and programme costs will be financed by the organizers with the support of the European Commission´s Erasmus+ Programme (KA 1);

- International travel costs will be reimbursed, according erasmus + rules, upon presenting all necessary documentation proving the costs of the travel (The more detailed traveling rules will be communicated after approval of the project);

IMPORTANT:
- Bring boarding's pass
- We ill try to reimburse all during project, for that we need that you start to look for a participants,
- and find good prices for travels, if they are to expensive we only can reimburse after, by bank transfer, because we don't have the money.
- Bring invoices and tickets, clear documents, with tax information's, if they are not clear we cant reimburse you. Who buy tickets on line have to ask company to send you invoice, do it in the moment because normal take some time.

Contact information is provided below.

CONTACT INFORMATION
"H$_2$O"
Contact Person: Alex Jacinto
Phone: 00351962747045
E-mail: alex.jacinto@netcabo.pt

Training Course
"Manage the Future - Build Partnerships"

PROGRAM

Date / Time	Day A May 2nd	Day 1 May 3rd	Day 2 May 4th	Day 3 May 5th	Day 4 May 6th	Day 5 May 7th	Day 6 May 8th	Day 7 May 9th
		Breakfast	Breakfast	Breakfast	Breakfast	Breakfast	Breakfast	Breakfast
09:30 – 11:00	Arrivals	Getting to know each other	"Erasmus+" Programme	Intercultural learning in international youth work	Communication and team work	Project management (Introduction)	Project development III: Programme, Methodology, Methods	Project presentations
11:00 – 11:30		Coffee break	Coffee break	Coffee break	Coffee break	Coffee break	Coffee break	Coffee break
11:30 – 13:00		Intro to the course and expectations	Good practice examples of Youth in Action and Erasmus+ projects	Intercultural learning in international youth work	Communication and team work	Project development: Project group building	Project development: Programme, Methodology, Methods	Personal development plan
13:00 – 15:00		Lunch	Lunch	Lunch	Lunch	Lunch	Lunch	Lunch
15:00 – 16:30		Team-building	NGO Fair	Youth participation (Understanding and definitions)	Sightseeing and free time	Project development: Aims, Objectives, Outputs, Activities	Application and budget	Personal development plan
16:30 – 17:00		Coffee break	Coffee break	Coffee break		Coffee break	Coffee break	Coffee break
17:00 – 18:30		Group agreement	Particularities of International Cooperation, special focus on Eastern Partnership Countries	Youth participation (Levels and conditions)		Project development: Aims, Objectives, Outputs, Activities	Project development: Practicalities – Task division (Gantt chart), Budget, Visa, Dates, Venues	Final evaluation
18:30 – 19:00		Reflection	Reflection	Reflection	Reflection	Reflection	Reflection	
19:00 – 20:00	Dinner	Dinner	Dinner	Dinner	Dinner	Dinner	Dinner	Dinner
20:30	Welcome evening and Ice-breaking	Intercultural evening	Free evening	Free evening	Free evening	See you soon evening		