

# TOOLS FOR TRAINERS

TRAINING COURSE

## INFOPACK

📅 29 Aug - 8 Sept 2022

📍 Gås bustua, NORWAY

## SUMMARY

Our main aim is to organize a training to raise the quality of youth exchanges by providing youth workers of partner organizations with necessary competences & tools to train group leader's to support participants in each phase of the project

## COUNTRIES

Germany, Norway, Lithuania, Turkey, Bulgaria, Poland, Romania, Hungary, Estonia, Czech Republic.

**50 people**  
(5 participants from each country).

## DESCRIPTION

Objectives:

- To create a common understanding about good quality youth exchange and the role of group leader among partners

- To give partner organizations competences to train their local youth workers to be able to be group leaders in youth exchanges and support their group in preparation, implementation, follow-up and evaluation of youth exchange

- To exchange good practices how to deal with conflicts and danger situations during youth exchanges and how to mediate them

- To support group leaders to facilitate the learning process of participants

-To create a common understanding of young people with fewer opportunities and give partners and their youth workers with necessary competences to guarantee the inclusion of these youngsters in international projects

## ACTIVITIES AND METHODS

### Working Methods

The methods underlying the activities of the training course come from the field of non-formal education and have various roles in obtaining the desired results from the implementation. They were chosen by young people and transposed into practical activities with the help of the project team. We grouped the methods according to their role:

**INTEGRATIVE:** To improve the dynamics between participants and stimulate group cohesion: name and knowledge games; team-building activities (Mission Impossible, Make your choice!, Broomsticks, Hot Potatoes); work in mixed and national groups (presentations, research, production of promotional clips); Outdoor physical activities and mental health workshops;

**CREATIVE:** To develop the artistic sense and inventiveness, giving participants freedom of expression: interactive presentations; theatre sessions as manifestation of creativity; creating motivational clips; artistic presentations and manifestations from cultural evenings;

**INTERCULTURAL LEARNING:** To overcome prejudices and stereotypes about other cultures: The Albatross; the content of cultural evenings; and free time spent discovering local cultural elements;

**EXPERIENTIAL LEARNING (learning by doing):** To put participants outside their comfort zone through new situations for them and through which they will learn more about themselves (also about elements related to the organization and technique used in these types

## Who can participate in the youth exchange?

Participants will be youth workers with a desire to be group leader in international youth exchange. Participants are tightly connected with their sending organization as being part of the collective or active volunteers of organizations. Participants must be actively working with young people and they must be ready to support youngsters in youth exchange (either as hosting or going with youngsters abroad). Participants have a clear need to gain new competences, to be able to be successful group leaders. They have motivation to learn and also exchange experiences, so they can in the future support participants' preparation, make sure the safety of participants is guaranteed, solve conflicts successfully, motivate and support participants in all stages of the project and understand group dynamics and include youngsters with various backgrounds in the team. Participants will be also connected to their organizations (staff or long-term volunteers), so they can use their organization's experience (both good and bad practice) and share it with others; at the same time it is possible to take the new knowledge back to organization and improve future projects / partnerships and train other group leaders.

**Age limit is 18+. There is no upper age limit.**

## TRAVEL COSTS

According to new Erasmus Plus rules, the reimbursement of travel costs will be calculated used a specific program called **Distance Calculator**:

Country of Origin	Country of Destination	Distance Band	No. of Participants	Travel Grant per Participant
Germany	Norway	500-1999 km	5	275€
Norway	Norway	0 km	5	0€
Lithuania	Norway	500-1999 km	5	275€
Bulgaria	Norway	2000-2999 km	5	360€
Poland	Norway	500-1999 km	5	275€
Romania	Norway	500-1999 km	5	275€
Czechia	Norway	500-1999 km	5	275€
Estonia	Norway	500-1999 km	5	275€
Hungary	Norway	500-1999 km	5	275€
Turkey	Norway	3000-3999 km	5	530€

## AFTER SENDING

Their tickets and boarding cards, participants will receive the reimbursement of their travel costs. Travel (flights, other means of transport) expenses are compensated (up to 100%), based on the actual expenses incurred and the distance from your location of residence to the location of the project (Norway). These distances must be calculated using the distance calculator supported by the European Commission. We don't send money to each participant. We send only money to sender organization and sender organization will pay to participants.

**It may be that money from European Commission will be late several months; in that case, as mentioned, you will get your reimbursement after the course by bank transfer (up to 6 Months! BE READY FOR THAT).**

**Keep your bus / train tickets as well!**

**Travel by cars / taxis is not reimbursed.**

**Please note any extra days you wish to stay will be your own responsibility and your food etc.**

**Visa costs will be covered by participants.**

## THE VENUE

Hamar [håmar] (About this soundlisten) is a town in Hamar Municipality in Innlandet county, Norway. It is part of the traditional region of Hedmarken. The administrative centre of the municipality is the town of Hamar. The municipality of Hamar was separated from Vang as a town and municipality of its own in 1849. Vang was reincorporated into Hamar on 1 January 1992.

The town is located on the shores of Mjøsa, Norway's largest lake, and it was the principal city of the former Hedmark county. It is bordered to the northwest by the municipality of Ringsaker, to the north by Åmot, to the east by Løten, and to the south by Stange.

**Note:** Organisers will not provide accommodation for any additional stay in Norway. If participants plan to arrive a few days earlier or depart a few days later, they are kindly requested to inform us and we will be glad to offer assistance with booking a hotel. You can not stay at project place extra because the place is booked after the project.

You can come 2 days before the project and You can stay 2 days extra after project. More than this will be not accepted!

## COVID-19 SPECIAL MEASURES:

### Entry quarantine and rules upon arrival in Norway

Beside the rules that we all know, and are respecting in our own countries, the following rules are necessary for the creation of a safe and productive learning environment:

**All participants MUST have fully vaccinated for entering to Norway.**

See your COVID-19 certificate [www.helsenorge.no](https://www.helsenorge.no)

Other persons in entry quarantine must take a PCR test seven days after arrival. If they then test negative for COVID-19 via a PCR test (not a rapid antigen test), they can end their quarantine.

Special requirements have been established regarding the quarantine accommodation when you complete your quarantine at home or in other suitable accommodation.

The quarantine check - what rules apply to you? ([helsedirektoratet.no](https://helsedirektoratet.no))

**RULES ARE CHANGING RAPIDLY IN THE PANDEMIC. THEREFORE, WE ENCOURAGE THE PARTNER ORGANIZATIONS ABOUT THAT SELECTION PROCESS SHOULD BE BASED ON FOR THE FULL VACCINATED PEOPLE. BECAUSE, IN CASE OF CHANGING, ONLY PEOPLE WHO HAVE QR VACCINATION CODE CAN TRAVEL TO NORWAY. PEOPLE WHO HAVE QR CODE CAN TRAVEL TO NORWAY FROM ALL AROUND THE WORLD WITHOUT RESTRICTION.**

Our main priority is the safety of everyone, and we are sure that these rules and regulations will not stop us from having a good time and meeting amazing people from other countries. If anything is not clear to you or you have any questions, please feel free to contact us at any time.

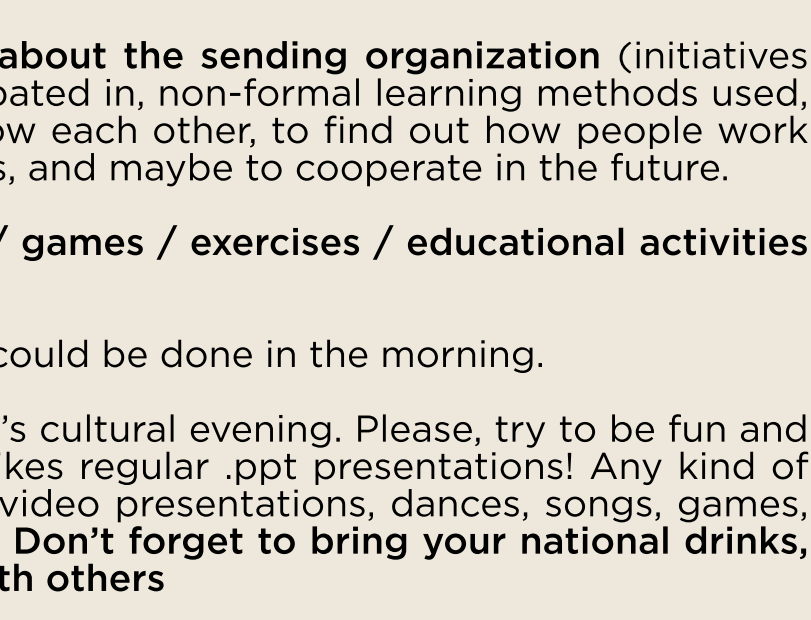
<https://www.fhi.no/en/op/novel-coronavirus-facts-advice/facts-and-general-advice/entry-quarantine-travel-covid19/>

## ACCOMMODATION

**Gås bustua - storhytte!**

<https://www.gaasbu.no/kopi-av-hytteutleie-st-olav>

**Rooms:** Participants will be accommodated in 3, 4, 6, 8 people each room. The main activity room is located in the accommodation. Wi-Fi internet connection is available. Organisers will provide participants with three meals per day. Food will be served.



**Each country will prepare breakfast one day and will be part of the washing dishes that day.**

**Participants MUST bring bed sheets, pillow cover, duvet cover, towels and their personal care products.**

**We strongly recommend each participant to inform the organizers about any special dietary needs in advance.**

## AFTER SENDING

You can fly to **Gardermoen Airport** or **Torp/Sandefjord Airport**.

If you come to Gardermoen Airport, **you can take train to Hamar Sentral Station** and then take bus to our venue.

If you come to Torp/Sandefjord Airport, **you can take Larvik-Lillehammer train to Hamar Sentral Station** and then take bus to project place.

For more info: [www.vy.no](https://www.vy.no)

## WHAT TO BRING

Since there is going to be an international evening, we will ask you to bring something traditional, famous or delicious from home - that you would like to represent your country with, and share with the others, it can be any kinds of food, drink...

## HEALTH INSURANCE

Health insurance is not provided and will not be reimbursed by the organisers. All participants are strongly advised to purchase private travel insurance, as costs of private health care in Turkey are quite high if you don't have.

The organizers will not provide the participants with any kind of insurance! Therefore, we strongly recommend every participant to acquire travel insurance at their own expense for the whole duration of the course. Also, please have a valid EU healthcare insurance card (if applicable).

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**Each of the participating countries should;**

✓ Bring all your **travel documents** as presented above. **Print out all your documents even if they are online. We don't have printing opportunities.**

✓ Prepare a **presentation about the sending organization** (initiatives they have previously participated in, non-formal learning methods used, etc.). We want to get to know each other, to find out how people work with youth in other countries, and maybe to cooperate in the future.

✓ Find **interesting videos / games / exercises / educational activities on diversity.**

✓ Prepare **energisers** that could be done in the morning.

✓ Prepare for your country's cultural evening. Please, try to be fun and creative for this! :) No one likes regular .ppt presentations! Any kind of activities are welcome (e.g. video presentations, dances, songs, games, quizzes, posters, flyers etc.). **Don't forget to bring your national drinks, dishes or snacks to share with others**

✓ check the weather forecast before arrival and **bring adequate clothes**. Please also **bring clothing and shoes that can be used for strenuous activities** (such as dancing, Oscar nights, Eurovision).

✓ **Bring good spirit, joy and happiness!!!**

Whenever possible, bring your laptops, digital cameras, smart phones and tablets - we will be doing some multimedia work that requires mobile equipment!



**SEE YOU ALL IN HAMAR, NORWAY**