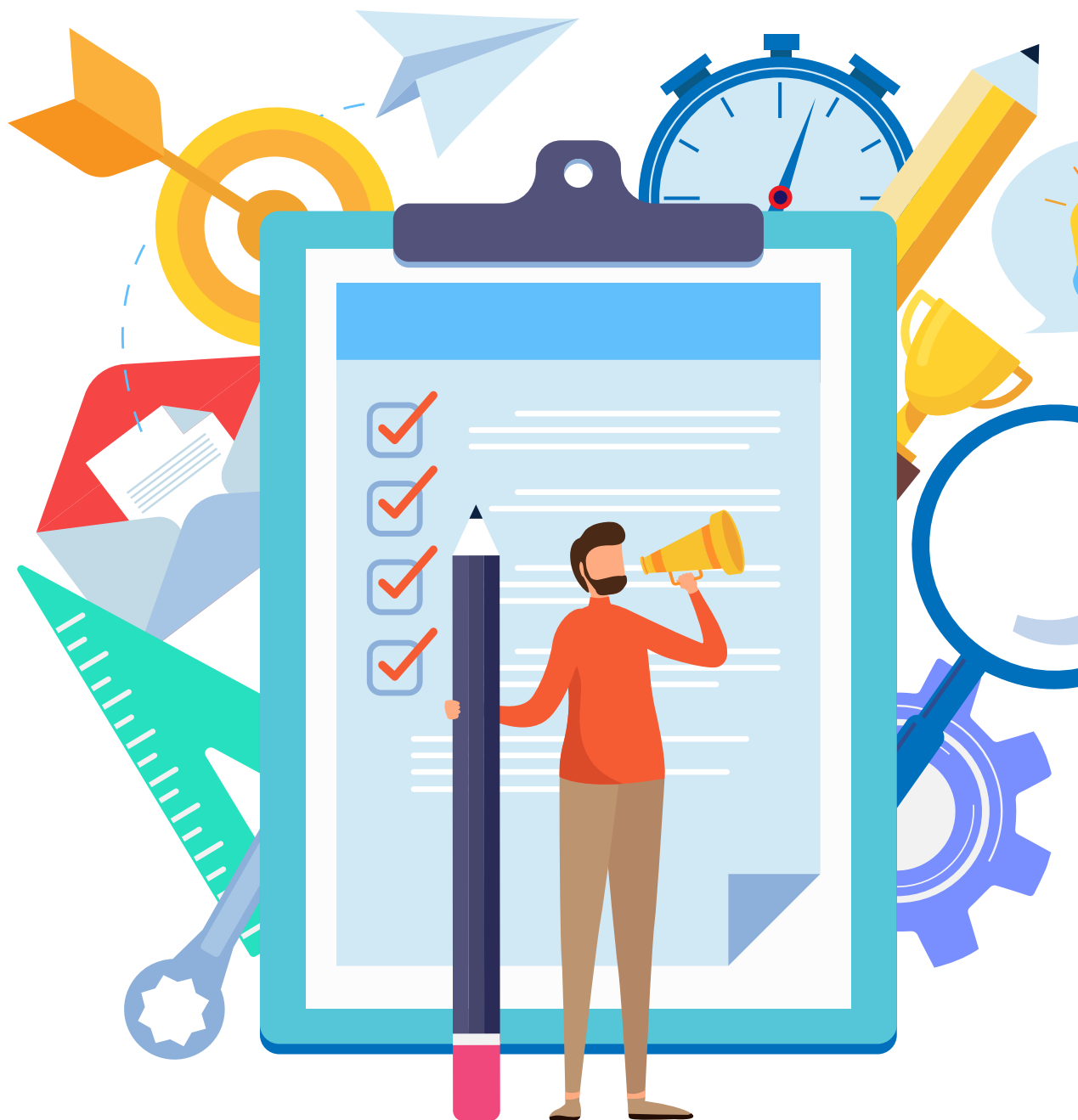




EmpACT+

Erasmus+ Project

Training course on NGO Management
14-22 November 2021 Cabris (Nice region), France

Training course on DEOR and
communication strategies
4-12 January 2022 in Athens, Greece

Context and objectives



Although many resources and support are available to develop European youth work, the realities do not always meet the steadily growing expectations for qualitative outcomes and practices when carrying-out youth projects. Indeed, many organisations lack the set-up to transpose the learning they acquired in youth projects within their internal management processes and work with target groups. Besides, this is symptomatic within several youth organisations, showcasing the need to not only find ways in integrating the new acquired learning and competences but also to clearly set and define a comprehensive DEOR plan (Dissemination & Exploitation of Results) and communication strategies with a digital approach.

Therefore, Project Management Quality (PMQ) mean to build a coherent and relevant plan which answers specific needs, and by integrating all key elements in a unique structure of processing. A high-qualitative project management within youth projects does not only rely on meeting deadlines and a good financial management, but it should be a continuous improvement for the sake of multiplying the projects' results and explore follow-up opportunities generating a virtuous circle of learning in the youth work community.

Hence, the goal of 'EmpACT++' is to foster the organisational management of youth projects around innovative standards easily adaptable by youth workers for their target groups and stakeholders, allowing an efficient exploitation of results together with an innovative digital dissemination.

To reach this goal, we set up the following objectives:

- 01.** Foster a Target and digital focused approach when planning and conducting youth projects and activities.
- 02.** Improve the quality of European youth projects by focusing on digital youth work practices through DEOR & Organizational communication strategies.
- 03.** Develop the 'EmpACT++' guidelines' outlining best practices, digital and DEOR tools.
- 04.** Enforce the European cooperation between organizations active in the youth field within the European context.

Activities

The project will be planned in two separate activities, both gathering the same 30 participants from: France, Slovakia, Greece, Sweden, Romania, Spain, Poland, Portugal, Turkey, Bulgaria, Italy, Latvia, Germany and Estonia.

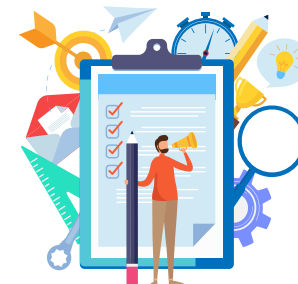
14-22 November 2021 Training course on NGO Management in Cabris (Nice region), France - aiming to improve the practices of managing youth NGOs around coherent quality standards projects' answering the needs and objectives described above.

4-12 January 2022 Training course on DEOR and communication strategies in Athens, Greece - aiming to empower and build up the competences (particularly digital) of youth workers to raise the impact of their European youth work projects by having them transpose their learning in order to benefit their target groups.

The participation in both training courses is mandatory.



Profile of participants



-Youth workers: who are empowering young people, and regularly conducting local activities that involve youngsters or have them as main target group.

-Non-formal education trainers/facilitators: trainers/facilitators are by experience youth workers as well, those participants will have a more significant experience with youth projects and non-formal education in general

-NGO managers.

-Participants with experience in the youth work field with a function of responsibility, organising international youth projects, leading a youth exchange, mentoring ESC volunteers, etc.

Partner organisations

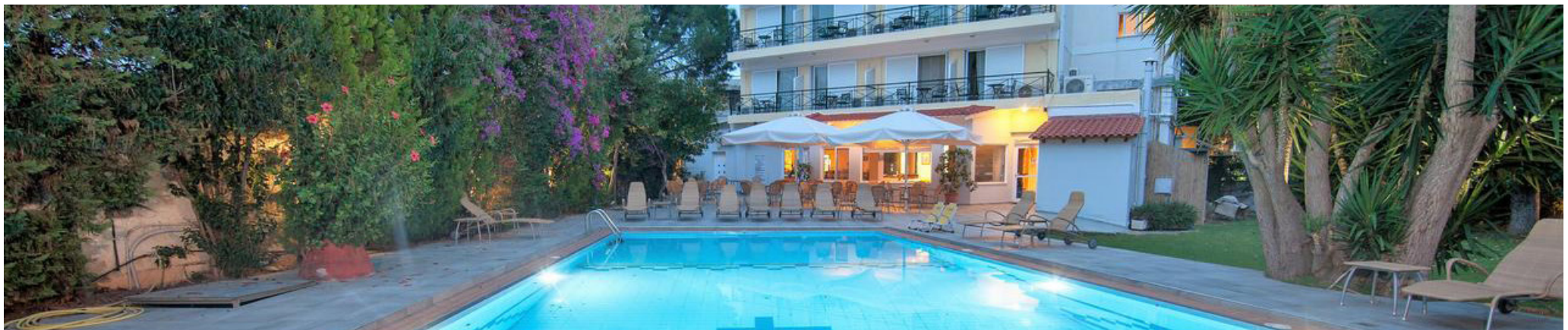
NAME OF THE ORGANIZATION	COUNTRY
CENTER FOR INTERCULTURAL UNDERSTANDING	France
YOUTHFULLY YOURS SK	Slovakia
ENVIRONMENT ONLINE - GREECE	Greece
FORENINGEN FRAMTIDSTAGET	Sweden
EURO - MEDITERRANEAN ASSOCIATION OF EXCHANGES VOLUNTEERING EVENTS POLSKA	Poland
ASOCIATIA GEYC	Romania
EuroMuevete	Spain
Conexão Jovem	Portugal
ANKA Project Team	Turkey
SDRUZHENIE ALTERNATIVI INTERNATIONAL	Bulgaria
FREEMINDS IN ACTION	Italy
"MIHI"	Latvia
Coconut Germany	Germany
Peace Action Community Estonia MTÜ	Estonia

Accommodation



1. Impact++ NGO Management from 14 to 22 November 2021 will take place in Cabris, 45min away from Nice, France. The accommodation is Bois d'amont <http://bois-damont.com/>. The participants will share apartments of 2 to 4 beds. We'll have 2 dedicated cooks to prepare the meals for everyone. Shuttles will be organised to bring the participants from the airport to the venue and back.

2. Impact++ DEOR and Communication strategies will take place in Thomas Beach Hotel in Nea Makri (Metropolitan Athens). Website: <https://www.thomasbeachhotel.com.gr/> The participants will share twin rooms. The hotel has good standards ensuring quality delivery of our training course, the meals are in buffet and will be taken in the same venue. There will be a dedicated pick-up from the airport to the venue and back.



Transportation and finances



The project is funded by Erasmus+, allowing us to cover travel, accommodation and meals for the selected participants. There's a contribution **fee of 80€** for the participation in both training courses (40€ for French and Greek participants). The participants are invited to use the cheapest means of transportation. The participants will book the tickets for the first training course and we will book for them the tickets for the second training course.

After the completion of the 2nd training course, we will proceed to the reimbursements of the tickets of the first given that all the documents are received in the conventional format, taking into consideration the participants' active participation as well as the preparations and the dissemination actions completed.

What to bring?

- It is mandatory to have health insurance valid in France and Greece throughout your stays such as the European Health Insurance Card or private health insurance for non-EU residents.
- There will be an intercultural night in France, you may bring light objects that can represent your country, as souvenirs or snacks.
- Good mood, ideas and lots of energy!

COVID19 measures

All the information about the **COVID measures** up to date per country will be communicated on the dedicated Facebook group of the project. Nevertheless, we remind:

- Travelers' must fill in the Passenger Locator Form (PLF) before taking the flights.
- Travelers need to hold The EU Digital Covid-19 Certificate (health pass).
- The cost of COVID testing (if needed) is not reimbursed.

The participant also needs to fully respect the health protocol imposed by the authorities at the time of the youth exchange, the safety measures that apply to group events. These safety measures will be introduced on arrival at the venue.



Timetable



Training on NGO Management: Cabris, France - 14 to 22 November 2021

Timing	Day 0	Day 1	Day 2	Day 3	Day 4	Day 5	Day 6	Day 7	Day 8
	14 November	15 November	16 November	17 November	18 November	19 November	20 November	21 November	22 November
10.00 - 11.30	Arrivals to Nice Airport and pick-up to Cabris	Name games and getting to know each other	Organizational mapping: understanding NGOs typology and how they impact the society	“Analysing your NGO - Case study NGO strategies & leadership styles”	HR tools: job description, timesheet etc	Working with stakeholders (Simulation game: City council)	Basics of financial management	Networking & cooperation	Departure
12.00 - 13.30		“Objectives, schedule introduction Expectations, fears and contributions”	NGO functionalities: strategy, people, stakeholders, resources, finances, communication	Setting up an organizational strategy	Community needs assessment		Fundraising strategies	Follow up plans (integrating the experience into the organization)	
15.30 - 17.00		Reality check, background of participants, and organizations-	Quality in European youth work	Recruiting and selecting people	Free afternoon	“Basics of event management Material resources - Tips and tricks”	Telling the story of your cause	Final evaluation (formal, nonformal) - Group closure	
17.30 - 19.00		“Understanding/ Refreshing concepts”	Introducing EQYP standard of quality in youth projects	Motivating people in an intercultural context - Hofstede dimensions		Negotiation for dummies (role play)	European programmes supporting NGO development	Packing time	
19.00 - 19.30		Reflection groups							
21.00 -	Relax	Guess my passion	Storytelling night	Intercultural night	Free Evening			Farewell Party	

The sessions on the schedule could be subject to change

Timetable

Training on DEOR and Communication strategies: Nea Makri, Greece - 4 to 12 January 2022



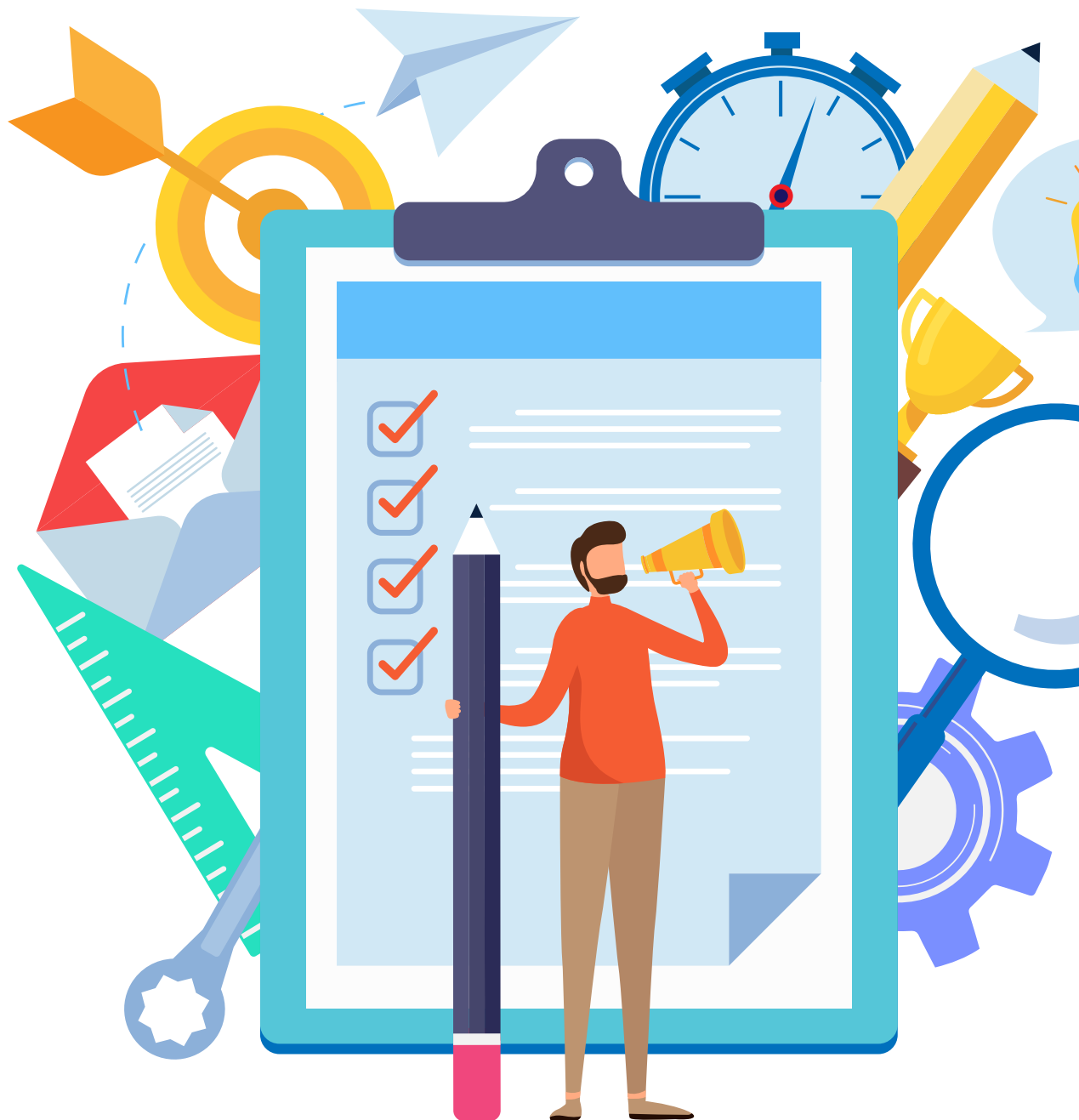
Timing	Day 0	Day 1	Day 2	Day 3	Day 4	Day 5	Day 6	Day 7	Day 8		
	04 January	05 January	06 January	07 January	08 January	09 January	10 January	11 January	12 January		
10.00 - 11.30	Arrivals to Athens Airport and pick-up to Nea Makri	Ice-breaking activities and rebuilding the group	Role of communication as a functionality of the organization. Reality sharing	Parallel workshops led by the participants	DEOR activity on personal / organizational channels	Working with media partners - How to write a press release?	Working with innovative methods of DEOR. Human library (adapted) on DEOR tools and methods	Database of knowledge, and booklet preparation	Departure		
12.00 - 13.30		Introduction to the training on DEOR	Setting up a communication strategy	Creative writing workshops			Creative social media posts workshop	Follow up plans			
15.30 - 17.00		Simulation game: communication in an intercultural context	The communication mix		Free afternoon	Creative video production				Presentation of the live roundtable	Final evaluation
17.30 - 19.00		Understanding/ Refreshing concepts related to communication & DEOR	Toolbox lead by the trainers							Roundtable & promotion online	Packing time
19.00 - 19.30			Reflection groups								

The sessions on the schedule could be subject to change

Contact

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