



**COMMUNICATION 4  
COOPERATION**  
IN YOUTH WORK

# **INFOPACK**

**KA1 - TRAINING COURSE**

**VINCI, ITALY**

**5TH - 11TH OCTOBER 2018**

**REF. 2018-1-IT03-KA105-013131**



**Erasmus+**

## KA1 Training Course

### C4C - Communication for Cooperation in Youth Work

This training course aims to improve and refine the **communication skills** (and their connections with relationships and values) of Youth workers and organisations providing them competences, tools and methods to address their work to marginalised youth.

It enhances the professionalism and quality of **Youth work** and NFE and raise inclusion opportunities for marginalised youth - especially those at risk of exclusion and with violent and risky behaviours- as indirect beneficiaries. It spreads **European values** of tolerance, dialogue, respect of human rights firstly among youth workers - as a common reflection, awareness and empowerment of communication tools against violence - and then among youth.

**VENUE and DATE:** Vinci (Italy), 5th - 11th October

**PARTNER COMPOSITION:** 10 partner organisations from EU - Belgium - FL, Croatia, Cyprus, Former Yugoslav Republic of Macedonia, Germany, Hungary, Italy, Lithuania, Portugal, Romania

**PARTICIPANTS PROFILE and NUMBER:** 20 motivated youth workers (2 per each organisation) motivated and part of the organisational staff.

#### **AIMS:**

- To gain the knowledge about different forms, strategies, norms and mistakes of communication;
- To gain practical skills of communication to be used in working with diversity and inclusion;
- To experience the barriers of cooperation and learn from them strategies to cope in a daily life situations;
- To learn how to give and receive feedback;
- To gain skills of empathic communication and adapt it to use within diverse groups;
- To gain skills of Transactional Analysis;
- To acquire competencies of public speaking
- To trigger discussion about values and human rights and how positive communication skills can open everyone to share common fundamental values of our society: freedom, tolerance and respect;
- To plan follow-up sessions about communication for cooperation in each partner country;
- To enhance Non Formal education methods and recognition of NFE learnings producing blog posts 'how to communicate to cooperate'
- To facilitate the creation of partnership for further projects among the organisations (through the positive exchange among the organisations);
- To strengthen participants and organisations competences and capability in youth work and international dimension and cooperation.

**METHODOLOGIES:** We will use non-formal tools, Videos, simulation games, Theatre exercises, experiential games, coaching and self-directed learning, taking care to provide a strong experiential impact on participants and organisations.

## Welcome to the TC:



Here you will find all the main information about your participation, regarding travels, accommodation, program and all the practical information that will help you before, during and after the project.

**Thank you for your participation!**

## Daily programme (Draft)

C4C: Communication for cooperation in Youth Work - Training Course							
Time	Day 0: 5th of October	Day 1: 6th October	Day 2: 7th October	Day 3: 8th October	Day 4: 9th October	Day 5: 10th October	Day 6: 11th October
	Arrival day	ME into WE	Why we don't cooperate	Critical thinking	Transactional Analysis and Feedback	Values and Non-Violent Communication	Follow Up and Departure
08.00	Breakfast						
09.30		Morning recap	Morning recap	Morning recap	Morning recap	Morning recap	Morning recap
09.30	Arrival of the participants	Presentations	Simulation exercise	PARTICIPANTS- Media literacy and critical thinking	Transactional analysis	VALUES and human rights: inclusion, anti discriminations, radicalisation	Follow up and Dissemination
09.45							
11.00	Coffee-Break						
11.30	Arrival of the participants	Getting to know each other	Why we don't cooperate- diversity and social inclusion	PARTICIPANTS- Media literacy and critical thinking	Transactional analysis	Empathic communication: emotional awarness	Last Goodbyes
13.00	13:30 Lunch						
14.00							
15.00	Arrival of the participants	Team building	Public speaking	Meeting with Youth Policies	Feedback: lego activity 3 groups	Empathic communication practise	Departure
16.30	Coffee-Break						
17.00	Arrival of the participants	Train of communication	Public speaking	Meeting with Youth Policies	Feedback: to give and receive	Empathy and relationships	Departure
18.30		Reflection Time: explanation of the reflection and then split into groups	Reflection Time	Mid-term Reflection	Reflection Time	Evaluation	
19.00		Free-time/ BLOG TIME	Free-time/ BLOG TIME	Free-time/ BLOG TIME	Free-time/ BLOG TIME		
20.00	Dinner and welcome evening	Dinner		Dinner	Dinner	Blind Dinner	
21.00			Intercultural Evening with dinner				
22.00		Organisation market night		Open night	TEDx Petroio	PIPO night & Celebration Time	
23.00							

## TRAINERS

### Laris Guerri (Associazione Agrado, Italy) - TRAINER, COORDINATOR

President of Associazione Agrado and founder of it in 2000. Trainer in the Pool of Trainers of the Italian National Agency, especially in EVS. She has expertise on skills development, Team building and conflict management. She is also a professional psychological counsellor and applies these techniques in facilitating evaluation steps and skill assessment sessions with participants. Expert in KA1 project design and management (Youth Exchanges, TC and Seminars, EVS project,..). Written, organised and managed 8 Youth Exchanges and several Training Courses, EVS and KA2 projects.



### Olga Kuczynska (Ha Moment, Portugal) - TRAINER

Started her journey with non-formal education back in Poland attending school for trainers, then moved to Portugal to work in international field. With the background of sociology and working with groups she designs and uses the tools for the diagnosis and evaluation of the learning process. She works in Ha Moment coordinating international projects, designing educational programs and trains mostly in the topics connected with internal communication and conflict.

### Lerio Cunha (Portugal) - TRAINER

"I was born and raised in Mozambique. Moved to Lisbon in 2010 and enrolled in university where I did a bachelor degree in Events and Adventure Tourism Management and a Masters degree in Human Resources Management. My biggest passions are Coaching, Non Formal Education and Public Speaking. These are the some of the topics I have facilitated through Workshops & Training: conflict management, team management, intercultural teamwork, public speaking, time management, assertiveness, motivation, etc.

Fun fact about me... I am afraid of chickens!"



## LOGISTICS IN VINCI

### VINCI

Vinci is an historical town (15.000 inhabitants) in the Centre of Italy- Tuscany- between Florence (30 minutes by train) and Pisa (35/40 minutes by train).

It is famous because it gave birth to Leonardo da Vinci, the Genius of the Renaissance Age.

It's rich in history, art, culture and nature. Famous for the typical Tuscany landscape with olive trees and vineyards on the hills.



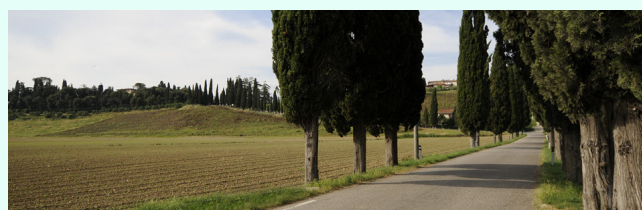
### ACCOMODATION

Participants will be hosted in a simple building close to the small and ancient Church of Streda (Vinci) on a green hill in the countryside, isolated in the green.

You will sleep in rooms for 4-5 people: we kindly ask you to respect your roommates and work with them to achieve the comfort that all need. The rooms will be made according to the gender.

Each room has its bathroom to be shared between the roommates, so please pay attention to the cleaning and respect for the space and the others.

The building has 5 big bedrooms with bunked beds (27), one meeting room, an office, a place for meals, an equipped kitchen, toilets and showers,...but especially it has amazing outdoor spaces in the green where develop many activities.



### FOOD

Meals will be cooked there by 2 professional cooks every day for us.

Breakfast, lunch and dinner + 2 coffee-breaks a day!

We will take into consideration your diet needs and allergies, creating an healthy and good menu for all!

Please write your alimentary and health needs on Application Form!!!!

Genuine Italian food!



## WHAT TO BRING



### PERSONAL STUFF

- Sleeping-bag (or sheets for bed) IMPORTANT!!!!
- Towels for shower
- Flipflops
- Personal hygiene products (shampoo, toothpaste, etc..)
- Comfortable clothes and shoes
- Your Health European Card

### ORGANISATION INFO MATERIAL

Leaflets, brochures of projects, publications, info material on your organisation... :

All that can be useful for "building" here a creative presentation of your organisation

### INTERCULTURAL NIGHTS

NO POWER POINT!!! We want to connect and enjoy! ; P

A. Typical food/drink from your country: Ready food - snacks, cheese, drinks, biscuits... ;

B. 1 brief & creative COUNTRY presentation (theatre, posters, stereotypes..) (MAXIMUM 3 minute)

### WEATHER FORECASTS

Weather is supposed to be still warm but moody!

In the evening the temperature can go down, so bring also a jacke tto cover your shoulder.

Before you come, you can check the weather in the following website:

<http://www.ilmeteo.it/meteo/Vinci>

## TRAVELS



Your destination is in the heart of Italy, in Tuscany.  
Final station is EMPOLI.

From your landing airport you have always to reach Firenze or Pisa Train Station.  
From both the stations there, you can easily take a Regional train to EMPOLI.

The closest airports are :(in this order)  
PISA; FIRENZE, BOLOGNA, ROME

### FROM PISA AIRPORT:

- a. Take PISAMOVER to PISA Centrale Train station  
PISAMOVER is a small train outside the airport- on your left when you exit the airport. It takes 8 minutes to reach PISA CENTRALE station  
Buy the ticket inside the airport:: small desk on your right when you arrive in arrival area.  
Buy the ticket till Empoli (costs all both together € 8,70)
- b. In PISA CENTRALE, take a train to EMPOLI (usually all the trains going to Florence stops in Empoli). Time Pisa Centrale - Empoli: 35 minutes.

### FROM FIRENZE AIRPORT:

- a. Take the bus VOLA IN BUS, on your right when you exit the airport (you can buy the ticket on board- €6,00 25 minutes to Firenze SMN station)
- b. Reach FIRENZE S.M.N. Train Station and take a Train to Empoli station ( €4,50 - Time 30 minutes)

Usually all the trains going to Pisa stop in Empoli.

### FROM BOLOGNA AIRPORT:

- a. Take the bus APPENNINO SHUTTLE- on the left when you exit the airport.  
Buy ticket online here:  
<https://www.appenninoshuttle.it/?lingua=2>  
Online costs 20 € if you buy in airport it costs 25 €  
It takes more or less 1.30 h to reach FIRENZE SMN train station (close the station)  
There are buses every 2 hours
- b. In Firenze SMN take a train to Empoli station (see above)

Another way is to reach Florence by train (if you don't have big heavy baggage):

**a.** From Bologna Airport exit from airport and on your right you find the bus AEROBUS to the Tran Station BOlogna Centrale.

Buy the ticket at the machine or online at <https://aerobus.bo.it/>

Cost 6,00 - 25 minutes

**b.** In Bologna Centrale take a Train Frecciarossa to Firenze SMN (37 minutes- prices from 15 euros)

Buy online on <http://www.trenitalia.com/tcom-en>

### FROM ROME FIUMICINO AIRPORT:

Firstly reach Roma Termini train station and from there take a Train to Firenze SMN.

**a.** There are many ways from Fiumicino (and even from Ciampino Airport) to get to Roma Termini Train Station, here 2 choices:

#### 1. TERRAVISION BUS

One or two buses per hour- 55 minutes- 5 euros

[https://www.terravision.eu/airport\\_transfer/bus-fiumicino-airport-rome/?noredirect=en\\_US](https://www.terravision.eu/airport_transfer/bus-fiumicino-airport-rome/?noredirect=en_US)

Terravision BUS connects even Ciampino Airport with Roma Termini station.

#### 2. TRAIN inside Airport (LEONARDO EXPRESS- 32 minutes, 14 euros)

<http://www.adr.it/web/aeroporti-di-roma-en-/pax-fco-train>

**b.** From ROMA TERMINI, take one of the fast train FRECCIAROSSA or FRECCIA ARGENTO (1h,30m to Firenze SMN- Many prices from 19 to 45 euros- Buy online on :[www.trenitalia.com](http://www.trenitalia.com)

<https://www.lefreccie.it/B2CWeb/search.do?>

[parameter=searchOutputViewer&cFID=CTGD7yvFSqw](https://www.lefreccie.it/B2CWeb/search.do?parameter=searchOutputViewer&cFID=CTGD7yvFSqw)

**In Empoli Station** on 5th October we will pick you up by cars and lift directly to the Project location in Vinci. We ask you to be waiting for us at the Station door, outside.

We have planned 2 rounds to pick you up there:

- **h. 16.30**

- **h. 18.00**

So, please plan your travel timetables in order to fit as much as possible with these.

In case you can't, please let us know and we will provide some solutions.



## RESUMING

From your landing Airport,  
(better if Pisa, Florence,  
Bologna, Rome), reach  
FIRENZE SMN or PISA  
CENTRALE Train station



From FIRENZE SMN or PISA  
CENTRALE take a train to  
EMPOLI (30-40 minutes)



Wait for us in EMPOLI station  
We will pick you up at  
16.00 or at 18,30

## BUDGET & FINANCES

### MAXIMUM TRAVEL REIMBURSEMENT TO/FROM VINCI, ITALY

According to the Programme Erasmus+, travel costs are covered up to the maximum amount defined on the base of the kilometric distance from sending organisation town to the project place, following EU Distance Calculator:

€ 180,00 Croatia;

€ 275,00: Belgium, FYRM, Germany, Hungary, Lithuania, Portugal, Romania

€ 360,00: Cyprus

**IMPORTANT:** *Before buying the flight tickets, please inform us on your itinerary and cost, in order to avoid mistakes or misunderstandings. Wait for our confirm. Thanks!*

You are allowed to stay till two days more than before or after the TC.

All the expenses in these 2 days will be on your charge and NOT in charge of the project.



## TRAVEL COSTS COVERAGE RULES

- Reimbursement will be according to the REAL amount spent for tickets, up to the maximum foreseen above;
- Associazione Agrado will send Travel costs reimbursement directly **to each Organisation** Bank account by money transfer - after the project- after receiving from each organisations or participant all the original tickets/ reservation, boarding passes and invoices;
- Sending organisations then will take care to give reimbursement to each of their participants;
- To give you the travel reimbursement we absolutely need from you: all the ORIGINAL and scanned tickets, boarding passes, receipt and travel INVOICES
- In case we don't get these, reimbursement is not allowed!!! So collect all of these!

## PARTICIPANTS SELECTION

Each partner organisation is in charge to promote the TC inside the organisation.

Profile of participants: Youth workers, Project managers, Volunteers of partner organisations

1. All the candidates **MUST** apply on SALTO website **by 8th JULY:**

<https://www.salto-youth.net/tools/european-training-calendar/training/c4c-communication-for-cooperation-in-youth-work.7395/>

2. After this date each partner organisation will select 2 candidates from its own organisation from this list and will communicate by 14th to Associazione Agrado;

3.- By 16th July Associazione Agrado will contact the selected candidates and will send them confirmation: in that moment their participation starts!

## CONTACTS



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Facebook Page: Associazione Agrado



If selected, add yourself to the FB group:  
<https://www.facebook.com/groups/205592950268087/>