



Empowering young people



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Changing Lives. Opening Minds.

COACHING YOU(TH)

Mobility of youth workers – Training Course

2014-3-RO01-KA105-013285

16.04.2015-27.04.2015

BAIA MARE, ROMANIA



“The path to success is to take massive, determined action”

Tony Robbins

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Dear friends and partners,

YMCA (Young Men's Christian Association) Georgia
Armenian National Union of Young Men's Christian Associations (YMCA Armenia)
Young Men's Christian Association of Belarus
CVJM-Gesamtverband in Deutschland e. V.
Associação Cristã da Mocidade de Setúbal
YMCA España
YMCA v České Republice
YMCA na Slovensku
Jaunatnes organizaciju apvieniba "IMKA Latvija"
Guvernul Tinerilor din Republica Moldova
Ognisko Zwiazku Mlodziezy Chrzescijanskiej Polska YMCA w Kurnedzu
YMCA Nederland
Centar za foto talente

YMCA Romania Federation is gladly inviting you to COACHING YOU(TH) training course , a project funded by European Commission through Erasmus Plus Program, Action KA1 , project ID:2014-3-RO01-KA105-013285 .

Founded in 1919, by Queen Maria of Romania, YMCA Romanian Federation is part of the worldwide YMCA family which operates in over 120 countries. Between 1945 and 1989 the activities of the association in Romania have been stopped by the communist regime. In 1991, YMCA has been re-open for activities dedicated to young people, having also branches in some places around Romania. In 2004, following the European trends, YMCA Romania has restructured itself as Federation with local organizations in Baia Mare, Sacel, Rozavlea, Cavnic, Oradea, Iasi, Timisoara, Bucharest, Constanta. The main activities are designed for young people, teenagers student and are focused on trainings, social services, camps and outdoor, international exchanges, workshops, community and youth centers and activities in rural areas, programs for roma communities, poor neighborhoods, socially unadapted youth, youth coming from less opportunities area, refugees. In Romania, YMCA is operating over 100 projects each year, having around 10 000 beneficiaries. Since 2009 we are certified as sending, coordinating and hosting organization for European Voluntary Service Program.

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What is “Coaching YOU(th)” Training Course ?

Coaching YOU(th) is a 10 day training course designed for 30 youth workers, leaders in 13 different organizations from Georgia, Armenia, Belarus, Moldova, Portugal, Spain, Czech Republic, Germany, Poland, Latvia, Netherlands and Serbia , training that will be held in Baia Mare, Romania between 16-27 April 2015 .



Coaching is a new approach to non-formal learning, which offers high-quality information content, instructions for applying the information and personal guidance in reaching the pursued goal. The aim of this project is to train youth workers in using coaching as an intervention, education and development tool, in their daily work. As coaching is becoming a more and more popular and validated approach, we consider that understanding and mastering the correct, healthy and productive structure, concepts and tools of it is imperative.



Why “Coaching YOU(th)”?

Coaching techniques are flexible and can serve various types of needs, thus they suit perfectly the diversity of problems we deal with: youth unemployment, ethnic minority groups- especially roma communities, poor neighbourhoods, socially unadapted youth, youth coming from less opportunities areas. Coaching is the perfect training alternative which equips learners with skills and tools they can fit to specific contexts. For example, developing emotional intelligence components, such as empathy, can be productive and can help break barriers both with youth with socio-economical difficulties and with youth dealing with gender issues or other type of challenges.

Through this training course the participants will learn about coaching techniques, get to know their communication style, learn new ones and how to use them flexibly, master coaching skills that empower and support achievement of full potential, learn how to effectively use coaching for individuals, team and group development, learn about emotional intelligence, learn and share examples of good coaching practice from experienced professionals from around Europe. All these skills and competences will be enhanced by combining theoretical sessions with practice.

The main outputs of this project are an ebook containing basic information and description of how to use coaching tools in social programs with emphasis on youth, and a network of specialized young coaches. The ebook will be extremely useful for all the organizations involved as it can be used by members which have not attended the training as well, or it can help participants remember various details, instructions or settings. This ebook will also contain video tutorials of the most relevant and difficult tools, and video sections of the important lectures.

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The main objectives are focused on:

- to improve the skills and key competences of youth workers and young people, including those with less opportunities, intercultural dialogue, social inclusion through learning mobility of those actively involved in youth work and youth organizations through strengthened links between youth field and labor market;
- to foster quality improvements in youth work through enhanced cooperation between youth organization and other stakeholders
- to enhance the international dimension of youth activities and the role of youth workers and organizations as support structures in complementary with EU's external action, in particular through the promotion of mobility and cooperation between organizations from Program countries and Partner countries and international organizations and through targeted capacity building in Partner countries.
- promoting young people's social inclusion and well being, notably through project tackling the issue of youth unemployment

Coaching You(th) is aiming to develop the following skills and competences:

- Emotional intelligence as a leadership tool
- Communication styles
- Personal development: establishing a fair, real and realistic relationship with yourself and with the others, digital skills
- Coaching skills that empower and support achievement of full potential
- Learn how to effectively use coaching for individuals, team and group development
- Learn examples of good coaching practice from experienced professionals from around Europe
- Get to know working style and how we can use this in order to help us and support us
- Learn and understand different approaches in coaching and use them efficiently
- Feedback, evaluation and reflection tools



Who can participate?

This training is for youth workers, leaders and youth with less opportunities having **at least 18 years old** and older. Gender balance is a very important aspect, so when selecting the participants we will have also this in mind.

We will have together 30 participants, 2 from each partner and 6 from Romania.

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Together with the partners we will make sure that we keep the gender balance, and we will do our best in selecting participants having in mind also this very important aspect.

Participation from the beginning till the end, in each part is essential in order that each individual and the whole group gets the maximum out of it. For this purpose, it is not allowed to come later, leave earlier or miss program parts. There are no further selection criteria for this training. Basically all young people who match the above criteria, and are interested to improve the quality of their lives, their work, develop inclusive methods and programs or environment are welcome to join.

The partners will send the application forms of their participants and our team will send the confirmation letters to those who fits the criteria and profile mentioned above.

Do not buy your tickets till you get the confirmation letter!

If you are selected for the training you will receive a confirmation letter. If you have received this letter you can start arranging your travel. In the letter you will also receive the travel information and a list of things you need to bring with you. After you received the confirmation letter you can arrange your travel. Your registration is final when you arranged your travel and send us your arrival and departure times for the training. Take care that you arrive before the start and leave after the end of the program. Arrival or departure after or before the program times of the training is not accepted. The training is a whole, start and closing.



Methods

Methods used in the training: experiential learning, playing to learn and learning to play, simulations, role plays, coaching, action planning, media workshop, energizers, lectures and debates, a class divided method, indoor and outdoor team-buildings, workshops, debriefs, reflective sharing,

post-training support.

The tools we use—lectures, practical exercises and simulations- are evidence-based, which means that their effectiveness was proved by academic communities specialized in organizational development.

Media will be used in order to show and to share through videos successful performances and knowledge of others from the field of coaching and also in order to reflect on what we are practicing during the days.

Outdoor activities will help participants to apply their newly acquired knowledge and insights, practicing different coaching styles.



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Team

The key persons involved in the project are youth workers with a lot of experience in writing, implementing and evaluating projects, also with knowledge in coaching technics, emotional intelligence as a tool for effectiveness and leadership, media and outdoor. The staff and the key persons are dealing on a daily basis with coaching young persons, held media workshops and are specialized also in outdoor trainings. The team of Romanian trainers will be completed with the ones from partners who are also experienced in different coaching approaches, intercultural learning and media skills. The project coordinator is also a very experienced trainer and youth worker - has a degree in psychology and she is specialized in organizational interventions (coaching), with a lot of experience in international projects.

Dates

Arrival day: 16 April 2015 (until 6 pm)

Start of the Program: 16 April 2015 (at 7 pm)

End of the Program: 26 April 2015 (at 10 pm)

Departure day: 27 April 2015 (before 11 am)

Venue

The training will take place in Romania, Baia Mare and surroundings. Baia Mare is a municipality surrounded by mountains, in northwestern Romania and the capital of Maramureş County. The city is situated about 600 kilometres from Bucharest, the capital of Romania, 70 kilometres from the border with Hungary and 50 kilometres from the border with Ukraine. It has a population of 137.976.

More infos at : http://en.wikipedia.org/wiki/Baia_Mare

Accommodation will be in a hotel in the centre of Baia Mare, with rooms of 2 or 3 beds (few rooms might have only one double bed). Further information about accommodation will be sent to you with confirmation letter after your application.



Program

The training has 12 days together with the arrival and departure day. So, 10 days of training itself.

The **1st day**, arrival day - On arrival, the participants will be greeted by the training team and given help to settle in. In the evening, we will have dinner, an informal welcome and start of activities.



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Days 2-10 are focused on establishing theoretical framework: Introducing Youthpass as a tool for setting learning objectives, explaining and internalizing the main coaching concepts, learning how to use evidence-based working tools and how to adjust personal coaching and communication styles. Participants will have the opportunity to gain this information by experiencing different set-ups in exercises, processes and role-plays. During these days the participants will also practice coaching skills with different tools: media, outdoor, intercultural learning, etc.

Day 11 is concentrated on future cooperation and evaluation. We will have a workshop on Erasmus + then planning future cooperation among organizations involved in the project. The



participants will have opportunity to identify possible partners for their own projects, develop drafts and ask for support and information from the organizing team. After that, each participant will create a personal 6-weeks plan. This plan will reflect the improvements and developments he/she will make after returning home on 5 dimensions: personal life, social life, social activism, professional life, health and lifestyle. Throughout these 6 weeks, participants will be in permanent contact with the trainers who will support and help them implement it. Once

per week, the plan will be checked and adjusted if needed in a Skype conference.

The evening will be reserved for evaluation of the training and closing ceremony.

Day 12 - departure of participants

Cost

YMCA Romania covers the following costs:

-accommodation, food, the costs of the program, travel costs reimbursed accordingly with the approved budget (based on EU distance band calculator), visa costs within max limit amounts listed

Please note those arriving from EU countries should have their European health card. Those from Non-EU countries should organize their own insurance. Please note these expenses will not be reimbursed by the project.

| Countries | Maximum travel costs per person(EUR) | Maximum VISA costs per person(EUR) |
|-----------|--------------------------------------|------------------------------------|
| Georgia | 275 | 35 |
| Armenia | 275 | 60 |
| Belarus | 180 | 60 |
| Germany | 275 | - |
| Portugal | 360 | - |

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| | | |
|----------------|-----|---|
| Spain | 360 | - |
| Czech Republic | 275 | - |
| Latvia | 275 | - |
| Moldova | 180 | - |
| Poland | 180 | - |
| Serbia | 180 | - |
| Netherlands | 275 | - |
| Romania | 180 | - |

Conditions of reimbursement

By law and the funding rules of the Erasmus Plus Program we need to keep certain administrative procedures. We are asking for your support and cooperation in keeping these rules. **Please make sure that you read and understand the conditions and the procedure.**

- save your original tickets and receipts, invoices and all related documents, because you can only get reimbursement for costs of which you can prove the amounts with original tickets and receipts. Only the amount written on the ticket will be reimbursed – that is, if you want your return ticket to be reimbursed, you have to give it to us.

ALL the following ORIGINAL documents will be needed:

- all your tickets and boarding passes
 - invoices of buying your tickets
 - passport or ID
 - official document from the bank or travel agency stating the proof of paying the travel tickets.
- The same rules apply for visa.



What is an invoice? *This is a document, signed and stamped by the seller. The invoice of flight ticket must contain your **name, the starting and finishing place and the date of the journey and the price of the ticket.** Whatever official is your paper, if these data are not on it, you **cannot** get it reimbursed!!! Use your name from your passport, no nicknames! **An e-ticket is NOT an invoice!** If necessary, call the airline/train company/etc., explain them the situation and ask them to give you a receipt/invoice with the data given above. If you buy tickets online, take care that you tick the box indicating that you want an invoice, and you fill in the address of YMCA Romania Federation where the invoice has to be sent by the airline company*

Applying – Selection – Confirmation

Deadline: 1 March 2015 to send application to office@ymca.ro or to your country responsible person.

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Contact person responsible for your countries and partner organization

| Country | Partner organization | Person responsible | Contact |
|----------------|---|--|--|
| Armenia | Armenian National Union of YMCAs | Hayk Khachatryan Haykuhi Karapetyan | hayk@ymca.am haykuhi@ymca.am |
| Georgia | YMCA (Young Men's Christian Association) Georgia | Revaz Shavladze | tbilisicity@ymca.ge |
| Belarus | YMCA Brest | Alexander Drachuk | Ymca_brest@tut.by |
| Czech Republik | YMCA v Ceske Republice | Tamara Anne Smelikova | ymca@ymca.cz |
| Germany | CVJM-Gesamtverband in Deutschland e. V. | Volker Kamin Tabea Kölbel | Kamin@cvjm.de Koelbel@cvjm.de |
| Portugal | Associação Cristã da Mocidade de Setúbal | Luis Sebastiao Hugo Fernandes | luis.sebastiao@ymcasetubal.org hugo.fernandes@ymcasetubal.org |
| Spain | YMCA España | Juan Albareda Montemayor | jalbareda@ymca.es |
| Lativa | Jaunatnes organizaciju apvieniba "IMKA Latvija" | Gunta Kelle Linda Uzulina | gunta@imka.lv linda@imka.lv |
| Moldova | Guvernul Tinerilor din Republica Moldova | Serghei Stoler Stanislav Cebanciuc | guvernultinerilor@gmail.com |
| Poland | Ognisko Związku Młodzieży Chrześcijańskiej Polska YMCA w Kurnedzu | Rafal Kusa Tomasz Wasko | rafalkusa@yahoo.com tomasz.wasko@ymca.pl |
| Serbia | Centar za foto talente | Sara Dragicevic | capita93@gmail.com momir.dragicevic@gmail.com |
| Netherlands | YMCA Nederland | Robert Feith Joost Vlasblom | Robert.feith@ymca.nl joost@ymca.nl |
| Romania | YMCA Romania Federation | Alina Pop Alexandra Canta | office@ymca.ro |

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