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Project title: Leaders of Future

DURRËS, ALBANIA, 21-30 MARCH 2018

Information Pack

Albanian Center for Sustainable Development (ACSD) is a non-profit organization that has successful experience working with young people, organizing activities such as trainings, youth exchanges, seminars, info-sessions, conferences, in which it sends and hosts several participants every year. It operates at local, national and international level.

SUMMARY OF THE PROJECT

'Leaders of Future' is capacity building activity involving 8 partner organizations from Western Balkans and programme countries, gathered around the need to assure sustainability of international component of their work, by improving competences and supporting learning of 24 youth leaders and youth workers of the new generation.

The objectives of the projects will be achieved through 3 mobility activities - a training course for leaders and organizers of international youth activities (in Albania) for 32 participants, as well as two youth exchanges (in Albania and FYROM) which will gather in total of 82 young people.

These youth exchanges represent the practical phase for participants from the training course, and an opportunity for them to put their newly obtained competences into practice, by leading groups of young people and helping them tackle on-going European problems regarding refugee crisis and xenophobia.

Another aim of the project is to create an Internet portal for exchange, learning and support, as well as mentorship process for participants in the project, but also other young people who are willing to create and implement a youth exchange in future.

Further visibility of the project, dissemination of its results and outputs will be achieved through large-scale final youth event that will gather all partners, participants and other youth organizations, institutions, networks and public authorities in Balkan area.

This project strives to achieve long-term and sustainable support for new generation of youth leaders and youth workers in partner organizations and as such will serve as an example of good practice and starting point for advocacy for greater support to other capacity building programs for youth workers.

Activities planned in the project are in international and local level combined together and following a logical line. Methodology used during the whole project is based in non formal education approach with a variety of methods such as group work, reflections, brainstorming, simulations, exercises, outdoor activities.





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Activity 2, Training for organizing and leading international youth activities ‘Together we can’ will take place on 21-30 March 2017 in Durrës, Albania.

The aim of this training course is to provide learning opportunity and capacity building for youth workers, leaders of international youth activities, projects and programs. With this project, we expect youth workers to be able to initiate, develop, prepare, implement and evaluate an independent international project for and with young people. Special emphasis will be given to development of activities and projects based on actual needs of young people, their active involvement in every stage of the project design, preparation, implementation and follow up, as well as for designing projects with clear local impact and multiplying effect.

No. of participants per country as shown below:

Country	Albania	Kosovo	FYROM	Serbia	Bosnia	Romania	Italy	Turkey
Participants	7	4	5	4	5	4	5	4
People with fewer opportunities	4	2	3	2	3	2	2	2

PARTICIPANT PROFILE

- Eligible participants should be young people, youth workers, volunteer coordinators; people actively involved in youth work in local programs, at least one staff member of the partner organization;
- be aged between 18 and 35 years old and resident in respective partner countries;
- be able to work in English;
- be available and fully committed to take part in the training;
- be involved in youth work at a local/national level for at least two years;
- be curious, open-minded, appreciate diversity and learn about each other’s realities;
- be motivated to learn and to apply the values and approaches of the training course by actively initiate activities in the field of youth

Note: Participants are the most important element of our project. ACSD as leading applicant is encouraging all partners to be careful with participants’ selection. Staff of ACSD, (as we have agreed in the project preparation) is encouraging your group to be inclusive and diverse as possible, including gender balance, representation of participants with disadvantage backgrounds (minorities and migrants, youngsters with social, economical problems, disabilities, participants from rural and remote areas).





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Arrival and Departures!

Please book your flights as early in morning as possible, so you arrive on time to the venue in Durres.

Arrival date and time: **21/03/2018**, latest at 16:00 o'clock in the hotel.

Departure from the hotel is on **30/03/2018**, latest till 11:00 o'clock.

Location

The seminar will be implemented in Durres, in Albania which is located on the Adriatic coast, 40km away from Tirana. Horizont Hotel provides 4-star quality services. Far away 5 km from the city center and 200 m from the beach, the hotel offers to all guests an ideal base when visiting Durres.

The hotel offers accommodation, 3 meals per day plus two coffee breaks per days. The working room is spacious and offers all facilities of work.

About your trip to Durres city

Local Transport from Tirana airport, Tirana bus stations to the Hotel and back will be organized from the staff of the project. For participants coming by plane to Tirana airport or by bus our volunteers will wait for you in the airport or at the bus station and arrange the local transportation.

IMPORTANT NOTICE!

If you are arriving earlier or leaving later from the training dates, you have to take care of the accommodation by yourself on your costs. If you organize your flight out of the training dates, please contact us in advance.

Info about your accommodation

The hotel where you will be accommodated is “**Horizont Hotel in Durres, Albania**”. The address of the location is “Durres-Golem Rruga e Komplexit, Km.3”. You will be sharing rooms between two or three people, gender divided and mixed nationality. The breakfast, lunch and dinner will be served in the hotel, covering your needs (vegetarians, vegan etc.).





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The training room is in the hotel as well. The hotel is equipped with all necessary facilities and offers wireless connection as well. Hotel it is near Durres city providing easily accessible facilities such as shops, clubs, public transports etc.

For more information please check:

<http://www.harmonia-hotels.com/>

<https://www.facebook.com/HorizontHoteldurres/>

What should you prepare in advance?

Please prepare a short description of your work in your NGO, some of its projects, main areas of work in English to present them the other participants. Bring with you any type of promotional materials that you would like to show.

Be ready to participate in an NGO fair with other partner organizations. Please bring some typical food, drink, national specialties, songs, instruments, brochures etc. to present your culture to the rest of the group.

Good mood and enthusiasm

Regarding the prices in Albania

1 euro = 133.35 leke (Albanian money). You could bring euro with you and can change in leke currency in city. There are exchange offices and banks in town that are open till 6 p.m.

A beer costs 150 leke, a coffee 100 leke, a big pizza 500 leke, a coca-cola 150 etc.

HOW TO APPLY

- You are requested to use the application from attached
- Please complete your application in English
- Only typed application will be accepted (no handwritten application)
- After naming your application (e.g “Leaders of future-Name/Surname-Country”), please submit your application to : albaniancsd@GMAIL.COM
- The deadline for sending the application forms is 20th February 2017.

CONTACT:

Mobile: 00355 69 320 01 55

E-mail: albaniancsd@gmail.com





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TRAVEL COST AND REIMBURSEMENT:

Please take in consideration that your flight tickets can be up to 1 day before start of the program and also maximum 1 day after the end of the program.

It has to be a return ticket; we will not reimburse anything if you have only one way flight ticket.

Participants are only allowed to travel to/from partner organization countries (e.g. Serbian partners from Serbia, Turkish from Turkey etc.)

The reimbursement will be cash during the activity based in respective invoices. For those who prefer a bank transfer we will send it after the training activity.

If you buy the ticket to a travel agency, we need an invoice issued by the agency. If you buy the ticket on line, please send us the bank statement as well.

The organizers will only reimburse travel costs from the partner country to Durres, Albania up to the limits indicated in the Erasmus+ Programme Guide (see below), based on actual expenditure - original tickets and receipts; please note that amounts below are **MAXIMUM** amounts, ACSDD will reimburse the **ACTUAL** expenses up to the limits listed below:

NGOs	From	To	Distance in km/participant	Reimbursement in EUR/person
ALBANIAN CENTRE FOR SUSTAINABLE DEVELOPMENT	Tirana, Albania	Durres, Albania	63.98 km	20 EUR
ORGANIZATA JO-QEVERITARE LIGO LEX LEGIS	Pristina, Kosovo	Durres, Albania	413.34 km	180 EUR
ASSOCIATION FOR PROGRESS, EDUCATION AND LOBBYING NEL	Skopje, FYROM	Durres, Albania	356.64 km	180 EUR
CET PLATFORMA	Belgrade, Serbia	Durres, Albania	805.5 km	275 EUR
BUDI MI PRIJATELJ	Visoko, Bosnia and Herzegovina	Durres, Albania	654.4 km	275 EUR
ASOCIATA D.G.T	Corbeanca, Romania	Durres, Albania	1218.1 km	275 EUR
TDM 2000	Cagliari, Italy	Durres, Albania	1822.74 km	275 EUR
BATMAN FEN LISESI MEZUNLARI DERNEGI	Batman, Turkey	Durres, Albania	3769.26 km	530 EUR





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Programme of the Training Course

Timetable	Activities	Non-formal & Informal learning methods used
<i>DAY 1- 21 March 2018</i>		
AM	Arrival of participants	-
	Arrival of participants	-
PM	Introduction to the TC; Fears, Expectations and Contributions;	Presentation, Small group reflection
	Introduction of participants	Ice-breakers, Name games, getting to know each other exercises
<i>DAY 2- 22 March 2018</i>		
AM	Learning needs of participants; Self directed learning, Youthpass	Presentation, Exercise, Individual work, Theory input, Coaching
	Group building activity	Group exercise, outdoor activities, Group challenge games
PM	Group building activity	Group exercise, outdoor activities, Group challenge games
	Reflection Groups (every evening during training except free afternoon)	Small group, Individual reflections, Facilitation
<i>DAY 3- 23 March 2018</i>		
AM	Youth activities, projects, programmes	Silent floor, discussion, input from trainers
	Youth activities in international context (Erasmus + and other programs)	Presentation and discussion
PM	Different contexts of leadership – retro and modern leadership; Leadership styles;	Theory, Group exercise, Self-reflection, Presentation
	Leadership in practice	European café, Presentations
<i>DAY 4- 24 March 2018</i>		
AM	Communication competences – verbal and non-verbal communication, active listening	Video input, Exercise, Simulation.
	Communication competences – assertive communication and its appliance in youth work	Exercise, presentation, input
PM	Team work competences	Brainstorming, discussion, input
	Team work in international settings	Simulation exercise
<i>DAY 5- 25 March 2018</i>		
AM	Youth active participation	Exercise and discussion, Experience sharing and discussion, input from trainers
	Active participation in practice	Exercises with youth in local community
PM	Free time	
	Free time	
<i>DAY 6- 26 March 2018</i>		
AM	Intercultural learning – stereotypes and prejudices	Exercise, input
	Intercultural learning – cultural clashes	Simulation exercise, personal reflection, discussion and input
PM	Conflict transformation	Theory inputs, Role-play, Theatre
	Safety and protection of participants	Theory inputs, Small group work, Presentation
<i>DAY 7- 27 March 2018</i>		



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AM	Erasmus + and EU funds as the tool for cooperation	Presentation, Exchange of good practice, knowledge and info
	What is quality in international youth activities?	Small group work, Ideas exchange, Brainstorming, presentation
PM	Facilitation skills, Theory to practice – creating program of international youth activity	Presentation; Exercise; Small groups work
	Theory to practice - creating program of international youth activity	Small groups work
<i>DAY 8- 28 March 2018</i>		
AM	Theory to practice - creating program of international youth activity – presentation	Presentations of group work and feedback
	Session planning and introduction to practice sessions	Individual work; Small groups work; Facilitation;
PM	Practice sessions - planning	Individual work; Small groups work; Mentoring; Reflection
	Practice session – facilitation	Practical work – facilitation of sessions by participants, feedback
<i>DAY 9- 29 March 2018</i>		
AM	Presentation and feedback	Presentations with space for feedbacks, Facilitation, Coaching
	Reflection on learning and preparation of Youthpass certificates	Reflecting on gained individual Youth pass competences, Individual work, Coaching
PM	Debriefing and evaluation of TC	Guided exercise, Creative group evaluations, Individual messages and feedbacks, Questionnaires
	Future steps, recognition of participation and learning, Closure	Discussion, Certificates ceremony, Closure
<i>DAY 10 Departures- 30 March 2018</i>		