

# INFO PACK

“Digital Youth Work – Past, Present, Future”

08.05.2019 – 16.05.2019

Bitola, Macedonia

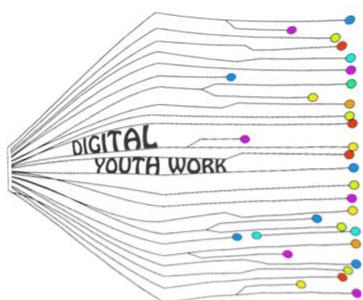
## About the project

Young people in Europe spend an increasing amount of their time consuming digital media (video streams, messaging, blogs or social media). However, there is an obvious lack of competences of young people to use many online platforms for learning instead only for leisure and entertainment. These tools can provide a place for young people to learn, to share their experiences, to exchange their views, to have fun with their friends and to actively participate in society.

This project aims at raising awareness on digital competences of youth work specialists and equipping them with the necessary know-how in order to create target group appropriate distance learning models.

The specific objectives of this project are:

- To create mechanisms for the development of youth work specialists' digital competencies;
- To gain new competences regarding non-formal education activity development and implementation from different online and offline perspectives;
- To facilitate learning and understanding on how to use online learning platforms such as Moodle, Coursera, Zoom, EdX, etc., for development and implementation of newly created and current non-formal education activities;
- To develop and test webinars on various topics and issues important to youth in the participating organizations' communities;
- To understand the value and potentials of online learning in making their current and future activities more attractive and accessible to local youth;
- To provide networking opportunities and facilitate exchange among participating organizations and their members in order to create sustainable linkages in the field of digital competences;
- To create a compendium on development and implementation of online learning activities.



## Profile of participants

All actors in the youth field (youth leaders, youth workers, local authorities...) active at least 2 years coming from partner countries in this project, at least 18 years old and having a good level of English.

Group size: 27 participants

Organization	travel budget	number of participants
EUROPEAN CULTURAL EPICENTER Bitola	0	5
BRNO FOR YOU ZS Czech Republic	275 €	3
SEIKLEJATE VENNASKOND Estonia	275 €	3
HELLAS FOR US Greece	40 €	2
HELLENIC YOUTH PARTICIPATION Greece	275 €	2
Asociacija "Tavo Europa" Lithuania	275 €	3
PROSTOVOLJNEGA DELA NOVO MESTO Slovenia	275 €	3
ASOCIACION JUVENIL INTERCAMBIA Spain	360 €	3
YOUTHFULLY YOURS SR Slovakia	275 €	3

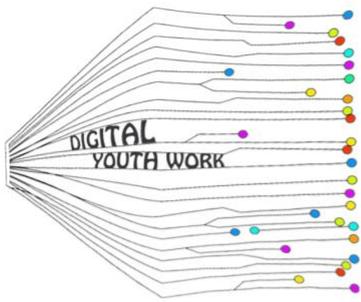
## Finance Information and Conditions

Accommodation, food and coffee breaks will be covered 100% from Erasmus+ grant. Travel costs will be reimbursed after the end of the training course via bank transfer to the sending organization. We will refund up to 100% from the travel cost.

Note (IMPORTANT!): We will not refund any tickets that have been purchased through a travel agency, for this is not a cost effective method. Tickets bought through a travel agency and will not be refunded Please contact us before booking your flight tickets.

Reimbursement of travel costs will only be done upon presentation of all (including return tickets) original tickets, receipt/invoices and boarding passes. Please print all of the documents, that are related to travel expenses. This means that once home after the training, participants will be asked to send the originals of all their return documents and boarding passes. Please remember to bring the original invoices – there will be no reimbursement without the original invoices and tickets with indicated Names of the travellers, journey details, indication of cost and currency and travel dates.

Please do not lose your boarding passes; you will need them for the reimbursement of the travel costs.



Reimbursement will be done in EUR, regardless of the currency indicated on the ticket and receipt/invoice. Any tickets purchased in a local currency other than EUR, will then be converted and calculated according to the exchange rate of the month when the grant agreement for this project will be signed by the NA, as stated in the official European Commission web-site at <http://ec.europa.eu/budget/inforeuro/index.cfm?Language=en>

Travel expenses made by car will not be accepted without previous consultation and approval of the host organization.

**Participation fee: voluntarily participation fee 10€** (the participation fee is for costs which cannot be covered by Erasmus+ grant and will be used to make participants stay comfortable exp. taxi, beverage etc)

### About the venue and how to get there

Bitola is a city in the southwestern part of the Republic of Macedonia. The city stands at an important junction connecting the south of the Adriatic Sea region with the Aegean Sea and Central Europe, and is an administrative, cultural, industrial, commercial, and educational centre. It has been known since the Ottoman period as "The City of The Consuls", since many European countries had consulates in Bitola.

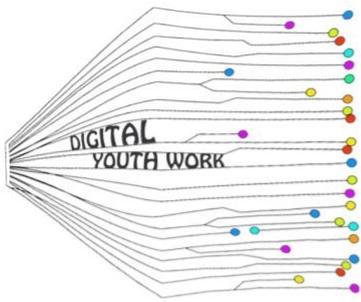
Best way to come to Bitola through Skopje International Airport. From Skopje to Bitola you will need additional 4-5 hours by bus or train. So we strongly recommend to arrive in Skopje before 15:00h, 8 of May so you can come on time in Bitola. Other options are from Sofia or Thessaloniki airport. For these airports will provide additional info on request.

### Accommodation

All the participants will be accommodated in Hotel "Shator" in 2-3 bed rooms. Hotel "Sator" is situated in the South-West part of Republic of Macedonia located in between the city of Bitola and the National park Pelister at the very beginning of village Trnovo at 850 meters above the sea level, located in its own green garden of birches and fir trees.

<http://hotelsator.com.mk/en/>





## Trainers

**Igor Jojkić** - Holds BA in Communication and media, and therefore has worked as Regional trainer of political and communication skills certified by National Democratic Institute, Washington D.C. Has been working with numerous organizations in Serbia and abroad, including USAid programme Preparedness, planning and economic security project. Following his international work he became in charge of leading a team of 35 youth trainers from more than 20 European countries within 2 international trainers' networks.



**Aleksej Stepanov** - is the coach of political and leadership skills, civic activism, and trainer for the development of local policies and gender equality at the local level. He has worked for the National Democratic Institute of the United States of America, the Friedrich Ebert Foundation, on projects funded by the European Commission under the Youth in Action programs and Erasmus+, UNICEF, SEKONS, etc. It deals with youth work at the European level and the capacity building of youth organizations in terms of project development and project management. Currently working in Mokrin House – the largest co-working hub on the territory of the Province of Vojvodina.

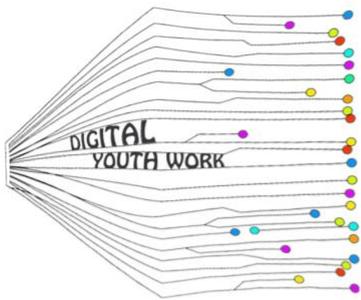
## OTHER IMPORTANT DETAILS:

Following the guidelines of the Erasmus+ Programme and internal regulations the travel must be released by the participants on the direct way within maximum 5 days. In case of long pauses or

indirect routes (holiday travel), there is no reimbursement of travel costs!

Reimbursement is done in Euro after the training course by bank transfer

- Arrival day Wednesday the 8th of May 2019 we start with dinner. For early arrivals please let us know in advance. To get to the venue Hotel "Shator" you can take taxi from Bus, Train Station or from the City Centre which is not more than 150 DEN 2,5 euro. Or give us your exact arrival and we will pick you up.
- Departure day Thursday 16th May after Breakfast - We will arrange a taxi from the venue to the Bus or Train station so that you can share the cost as well. So please, try to make sure to be able to have time to take a train in the morning and catch your flight in the same day.
- It is allowed by our NA to travel some days before or stay some days after the TC for sightseeing and still be eligible for travel refund. We provide this information to help you book your flights. Costs for travel, hotels and accommodation within these days will not be accepted.



- Additionally we will provide schedule for Bus/Trains from Skopje to Bitola 2-3 weeks before the start of the course. The reason is that the schedule may be changed.
  - Training will take place in a rural location there is no shop, but we will have support team who will be able to make daily purchases from the city. Please check the weather before coming, it could be warm during the day, but for sure we will have cold nights.
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- All participants will be accommodated in shared bedrooms without possibilities to change the room. The organizers keep the right to set up the room schedule and we would mix the rooms with different counters.
  - There is wi-fi internet in the hotel.
  - Travel cost will be refunded if you FULLY participate in the training course.

For fluent communication please join the Facebook group created for this project:

<https://www.facebook.com/groups/215467059343068/>

### Contact Person

Vele Georgiev

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### About EUROPEAN CULTURAL EPICENTER Bitola

Association for non-formal education European Cultural Epicenter Bitola (ECE Bitola) is non-governmental, non-political organization founded in September 2012 by enthusiasts with diverse qualifications who want to use their experience, knowledge and professional network.

The main goal of the Association is to provide high quality non-formal educational programs for the citizens from Bitola, Macedonia and Europe.

ECE Bitola team had managed and participated in diverse training courses, facilitations, workshops (national and international), mentoring programs in the fields of entrepreneurship, rural development, empowerment, ICT competences, social movements and campaigns. Furthermore, our staff members have a variety of qualifications as trainers, project managers, trainers in personal competence growth, events' organizers, and with specializations in team management, leadership, communication and public relations, ICT, organizational strategic planning, minorities, migration, cultural encounters, arts as well as, international leadership, research and in the creation of international networks.

**WORK PROGRAM “DIGITAL YOUTH WORK – PAST, PRESENT, FUTURE” – BITOLA, REPUBLIC OF MACEDONIA**

	08.05.2019	09.05.2020	10.05.2021	11.05.2022	12.05.2023	13.05.2024	14.05.2025	15.05.2026	16.05.2026
	Wednesday	Thursday	Friday	Saturday	Sunday	Monday	Tuesday	Wednesday	Wednesday
<b>WORK PLAN</b>									
07:30 - 09:00	ARRIVAL	Breakfast	Breakfast	Breakfast	Breakfast	Breakfast	Breakfast	Breakfast	Breakfast
09:30 - 11:00		Getting to know each other	Facilitation of Learning	Communication and Perception	Creating and Managing Webinar Course [step by step]	Tools for developing online learning programmes	Practice Phase	Presentations	DEPARTURE
11:00 - 11:30		Coffee break	Coffee break	Coffee break	Coffee break	Coffee break	Coffee break	Coffee break	
11:30 - 13:00		Programme presentation Expectations	Facilitation of Learning	Models of Learning	Creating and Managing Webinar Course [step by step]	Tools for developing online learning programmes	Practice Phase	Feedback	
13:00 - 14:00		Lunch	Lunch	Lunch	Lunch	Lunch	Lunch	Lunch	
14:00 - 15:00		Lunch Break	Lunch Break	Lunch Break	Lunch Break	Lunch Break	Lunch Break	Lunch Break	
15:00 - 16:30		Team Building Activites	Introduction to Learning Management Systems (LMS) and Distance Learning	LMS Platforms Types	Study Visit	Tools for developing online learning programmes	Practice Phase	Evaluation	
16:30 - 17:00		Coffee break	Coffee break	Coffee break	Coffee break	Coffee break	Coffee break	Coffee break	
17:00 - 18:30		Team Building Activites	Introduction to Learning Management Systems (LMS) and Distance Learning	LMS Platforms Types	Study Visit	Tools for developing online learning programmes	Practice Phase	Closing and Award of YouthPass	
18:30 - 19:00		Evaluation of the day	Evaluation of the day	Evaluation of the day	Evaluation of the day	Evaluation of the day	Evaluation of the day	Evaluation of the TC	
19:00 - 20:00		Dinner	Dinner	Dinner	Dinner	Dinner in the city	Dinner	Dinner	
21:00 - 00:00		Getting to know each other	Team Building evening	Evening activities: Intercultural 2.0 Night - Vol 1	Evening activities: Intercultural 2.0 Night - Vol 2	Free Evening in The City	Evening activities: Social Games	Evening activities: Movie Night	