



**Training Course
"The Art of Communication"**

**04.-10.11.2024.
Garlstedt, Germany**



About The Project

“The Art of Communication” is going to be a training course organized in Osterholz-Scharmbeck in Germany which will include 28 youth workers and youth leaders from 10 different countries: Spain, Croatia, Portugal, Hungary, Italy, Estonia, Greece, N. Macedonia, Czech Republic and Germany.

Age of participants: At least 18 years old

Country group size: 2-4 participants per country

Place: Garlstedt, Osterholz-Scharmbeck, Germany

Venue: KulturHaus, group house

Days of activity: 7 days (including 2 traveling days)

Dates: 04. – 10. November 2024.

Partner Organizations



Spain – Mobilitat Sant Just Desvern



Portugal – RUA NGO



Greece – Youth Empowerment Association



Croatia – Eat Different



Hungary – Square of Youth Association



Estonia – Youth Senate Tallinn



N. Macedonia – Volunteers Center Skopje



Italy – CET Platform Italy



Czech Republic – European Youth Centre Breclav

WELCOME MESSAGE

Dear participants, we are very happy to welcome you in Germany on our training course. We will do our best to make a space where we can learn about the topic of our training and also network while doing that.

In this info pack you are going to find:

- Project info and goals of the project
- Trainers of the TC
- Profile of the participants
- Travel info
- Location and the venue
- Preparation info
- Insurance and other info
- Confirmation of participation



Info About Project

„The Art of Communication” is a training course for youth workers and youth leaders that want to explore the topic of communication, learning about communication styles, presentation skills, non-violent communication and other important aspects of communication.

During the 7 days long seminar, we will approach these topic theoretically and practically and share different methods and tools that can be used while working with young people, our colleagues and international partners. The training course will also be an opportunity for personal development and networking.

Objectives:

1

Informing and Training participants about communication and different sub-topics inside the art of communication

3

Providing space for sharing knowledge and exchanging experiences and good practices with the atmosphere of common understanding

2

Developing communication skills and knowledge, in order to improve work and relationship with young people and colleagues

4

Increasing the network and establishing long-term partnerships during the training course

Trainers Team



Mirko Logožar is a TEDx speaker, entrepreneur and educator. In 2015, he has founded Different, his brand through which he is educating the general population on healthy nutrition and eating habits. Along that, he is mentoring small and medium businesses on complete business development and working as a facilitator and trainer on Erasmus+ projects.



Viktoria Matrašilina is a youth worker and trainer. She founded the ten-year-old NGO 'Youth Senate Tallinn'. She has implemented various activities connected to successful leadership, she is passionate about meaningful and powerful communication.



Aleksandar Čičković is project manager and trainer in NaturKultur e.V. He has worked as a trainer/facilitator and project manager on more than 100 Erasmus+ projects since 2013. He was support trainer on 4 editions of training for trainers „Its Up To Me” and is one of the contributors on KA2 „Trainers Library”, the largest database of learning materials for trainers and youth workers in E+ world.

Participant Profile



1. 18+ years old (without exception)
2. Resident of one of the participating countries
3. Youth workers, youth leaders, educators or people who are going to work with youth in the near future from your organizations.
4. Participants' English language skills should be sufficient to actively participate in the mobility, including all the activities.
5. Previous experience in Erasmus+ is not obligatory, but participants should have an interest in youth work and related areas of work

Travel to/from Germany

Important info regarding travel to and from the exchange

1. Please confirm your flights with us before booking them. You should buy your tickets after our confirmation.
2. ARRIVAL DAY (04.11.2024.) You should be in Bremen latest until 19:00 on this day. This is when the last bus goes from Bremen to our venue. Please take this into consideration when booking tickets.
3. DEPARTURE DAY (10.11.2024.): Due to limited bus schedule, all participants will need to leave the house with the bus at 09:00 and you will be in Bremen around 10:00. Keep that in mind while planning your trip back home.
4. According to the rules from the National Agency in Germany, it is acceptable to come to Germany maximum 3 days before the activity and to stay in Germany maximum 3 days after the activity.
5. Look for travel options to the following airports: Bremen, Hamburg, Hannover, Dortmund, Dusseldorf or Cologne. You can take a train or bus from these cities to Bremen (2-3 hours by train). Please try to find the most affordable travel option possible.

IMPORTANT: •

Travel costs are refundable for participants who attend all sessions, commit themselves fully to the activities and provide all original tickets, invoices, boarding passes and emails relating to their travel. The participants should participate also in the dissemination phase.

Travel to/from Germany

Important info regarding travel to and from the exchange

1. Don't throw any ticket or boarding pass. You will need to send all of them after the activity. If you lose any of the tickets or boarding passes, we won't be able to reimburse you for them.
2. On Erasmus+ projects, there is maximum amount that can be reimbursed for the travel of participants, according to the distance from your country to the city where the seminar is being organized. If your tickets cost more than that amount, you are responsible for covering the difference as Erasmus+ is co-financing program.
3. To know the maximum travel costs that can be reimbursed for your trip, please use the distance calculator and calculate the distance between your home town and Garlstedt (Osterholz-Scharmbeck) where the activity will take place. You can check the distance on this link: https://ec.europa.eu/programmes/erasmus-plus/resources/distance-calculator_en

On the right side, you can see the amounts depending on the travel distance. If you are using plane in any part of your trip, you should check the Non-Green travel amounts.

If you are not sure about the calculated distance and amounts, you can contact your sending organization or us for help.

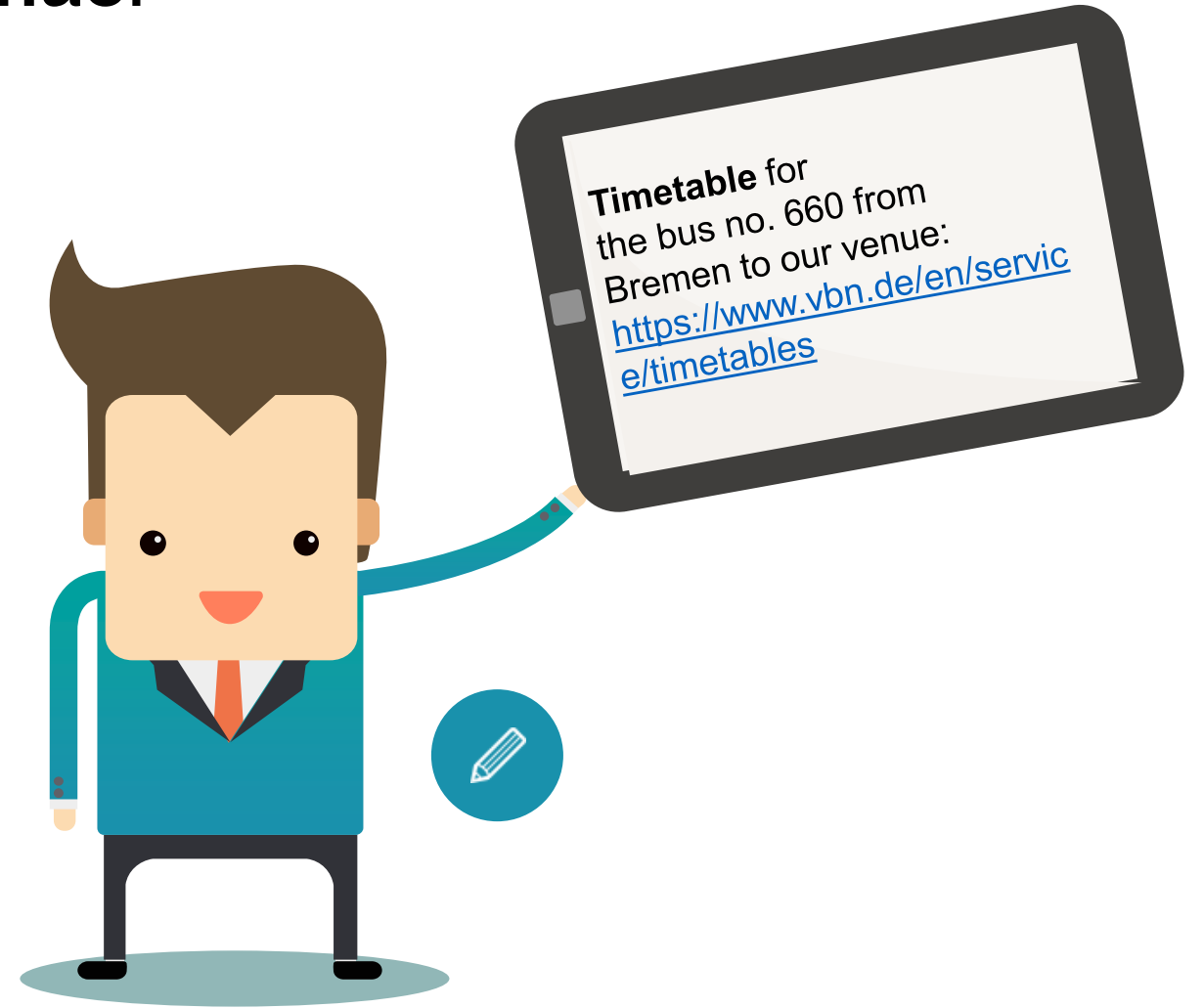
Here are the maximum travel costs for the projects in Erasmus+, according to the distance:

Travel distance	Green travel	Non-Green travel
10 – 99 km	56 EUR	28 EUR
100 – 499 km	285 EUR	211 EUR
500 – 1999 km	417 EUR	309 EUR
2000 – 2999 km	535 EUR	395 EUR
3000 – 3999 km	785 EUR	580EUR
4000 – 7999 km	1188 EUR	1188 EUR
8000 km or more	1735 EUR	1735 EUR

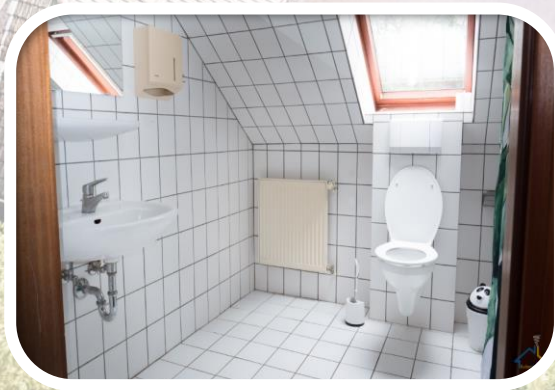
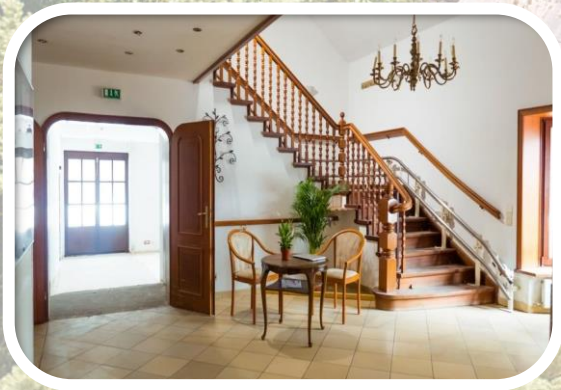
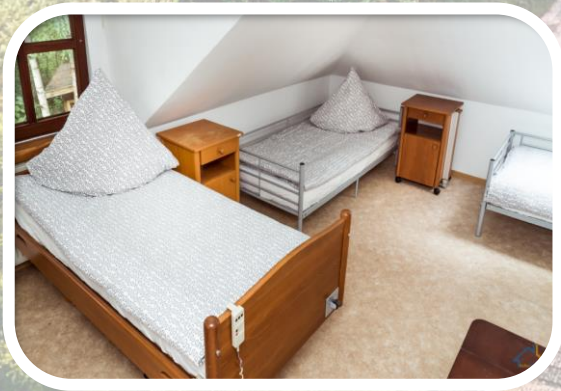
Location – how to reach our venue:



- The village where the mobility is taking place is called **Garlstedt**. The nearest city is Bremen and from Bremen to our venue you will need to use public transportation (**bus number 660**)
- The bus departs from **bus stop “J”** that you can find close to the Bremen train station entrance.
- Our bus stop is called **OHZ-GARLSTEDT, BW LOGISTIKSCHULE**.
- You should **take one of the last two buses** from Bremen (**at 17:35 or 19:00**). Someone from our team will wait for you at the bus stop.
- The ticket costs **6,90 euros** and you are buying it from the bus driver. You can **pay only in cash** so make sure that you have some euros with you
- Only for the ones **arriving after 19:00 to Bremen**: You will have to take a more complex travel option. **Contact us** for supporting you in finding your way.



THE VENUE



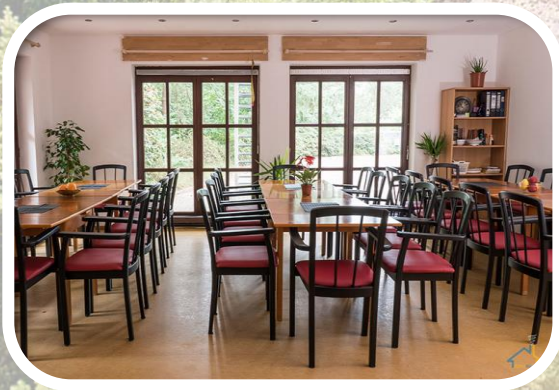
We will be accommodated in a group house in a village Garlstedt, close to the city of Bremen, Germany.

The accommodation will be simple. Participants will be sharing rooms with 3-4 people from same gender but different nationalities. Some of the rooms are with private and some with shared bathrooms.

Some of the features of the house:

- It is almost in middle of nowhere. Cafes, discos, restaurants and supermarkets are not that close.
- We will be the only group in the house. We will learn and have fun together, cook and eat together and share our culture and ideas. We'll make the rules together and respect the rules that we make.
- In the venue where we will stay, there is rule of **inside shoes**. This means that every participant should **bring slippers** or some shoes that you are going to use only inside the house.

THE VENUE



- You should bring your own towels to the mobility. Bedsheets will be provided by the venue where we will stay.
- There is washing machine available in the venue. It costs 2 euro for using the washing machine and 2 euros for using drying machine.
- There are several hair dryers available in the venue and should be shared by the whole group.
- We have hired our own cooking and logistics team, they will make sure that nice and healthy food will be done, including for the people with food preferences – vegetarians, no pork etc. Please note that we cannot provide HALAL or fruitarian food. If you have any concerns about your diet, please contact us.
- The address of our venue is: Hinterm Horn 5, 27711 Garlstedt, Osterholz-Scharmbeck, Germany

You can find more information and photos about the venue here:

<https://kulturgruppenhaus.de/en/new-home-2/>
<https://www.facebook.com/KulturGruppenHaus/>

Intercultural evening / NGO Fair

➔ **National evenings** - Each national team will have the chance to present their culture one evening. You can bring some national food and drinks that you would love to show to the rest of the group.

➔ **NGO Fair** - We are also going to have an NGO fair during which you will have the chance to present your sending organization. You should prepare all information in advance and also bring any materials that you would like to share during the fair.



What to bring with you

1. Health insurance - don't forget to bring your European Health Insurance Card if you are from EU country or other type of insurance if you're not from the EU.
2. All tickets, boarding passes - don't throw any of them, you will need to send them to us after the exchange. If you lose any of the tickets or boarding passes, we won't be able to reimburse you for those tickets.
3. Inside shoes, slippers or other shoes that you will use only inside the house.
4. Towels and toiletry including any medication that you are using
5. Passport or ID card, money if you want to buy souvenirs, etc.
6. Food and materials for your national evening - as explained in the previous section.





Insurance and other info

Insurance - All participants from European Union countries need to bring their European Health Insurance Card (EHIC) with them. You can get it for free in your country and it is amazingly useful for you whenever you travel outside of your country. Participants coming from outside of the EU should acquire travel insurance. NaturKultur can cover your costs for insurance up to 15 euros (**only for participants from non-EU countries**) so please take that in mind while purchasing insurance.

Consumption of alcohol - Please be aware that on our seminars the focus is on learning, and we ask from all our participants to be responsible and moderate while consuming alcohol.

Facebook group - To make the communication easier, we have created a Facebook group. Everyone who has Facebook should join this group because we will use it for communication between each other, sharing materials and getting to know each other: The link will be shared with you after you have been selected.

Confirmation of participation

We are also sharing the Confirmation of Participation.

Read this document and apply only if you agree to everything written in it. On the first day of the activity, every participant will need to sign this document.

I, _____ (your name) confirm my participation in the above-mentioned project:

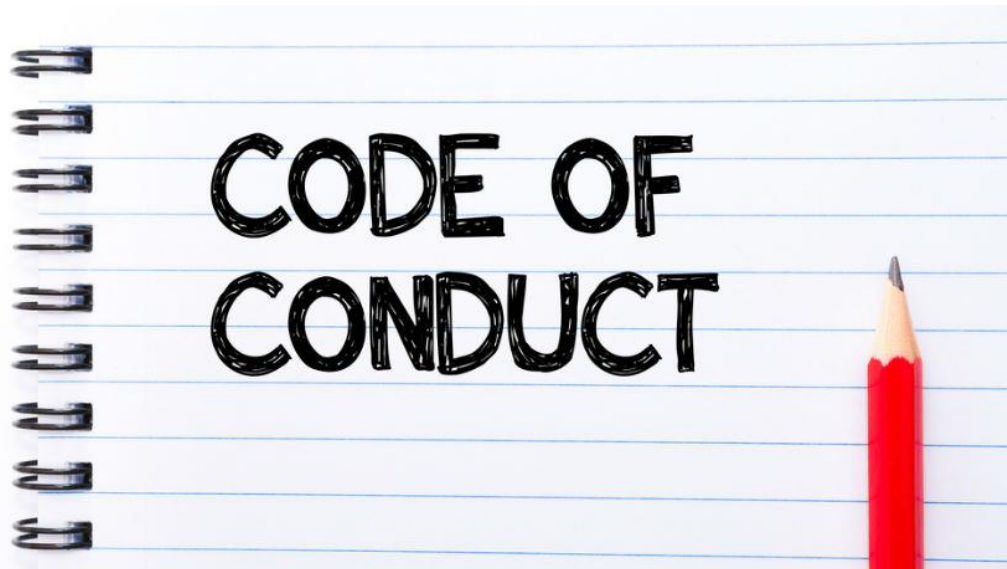
I also confirm:

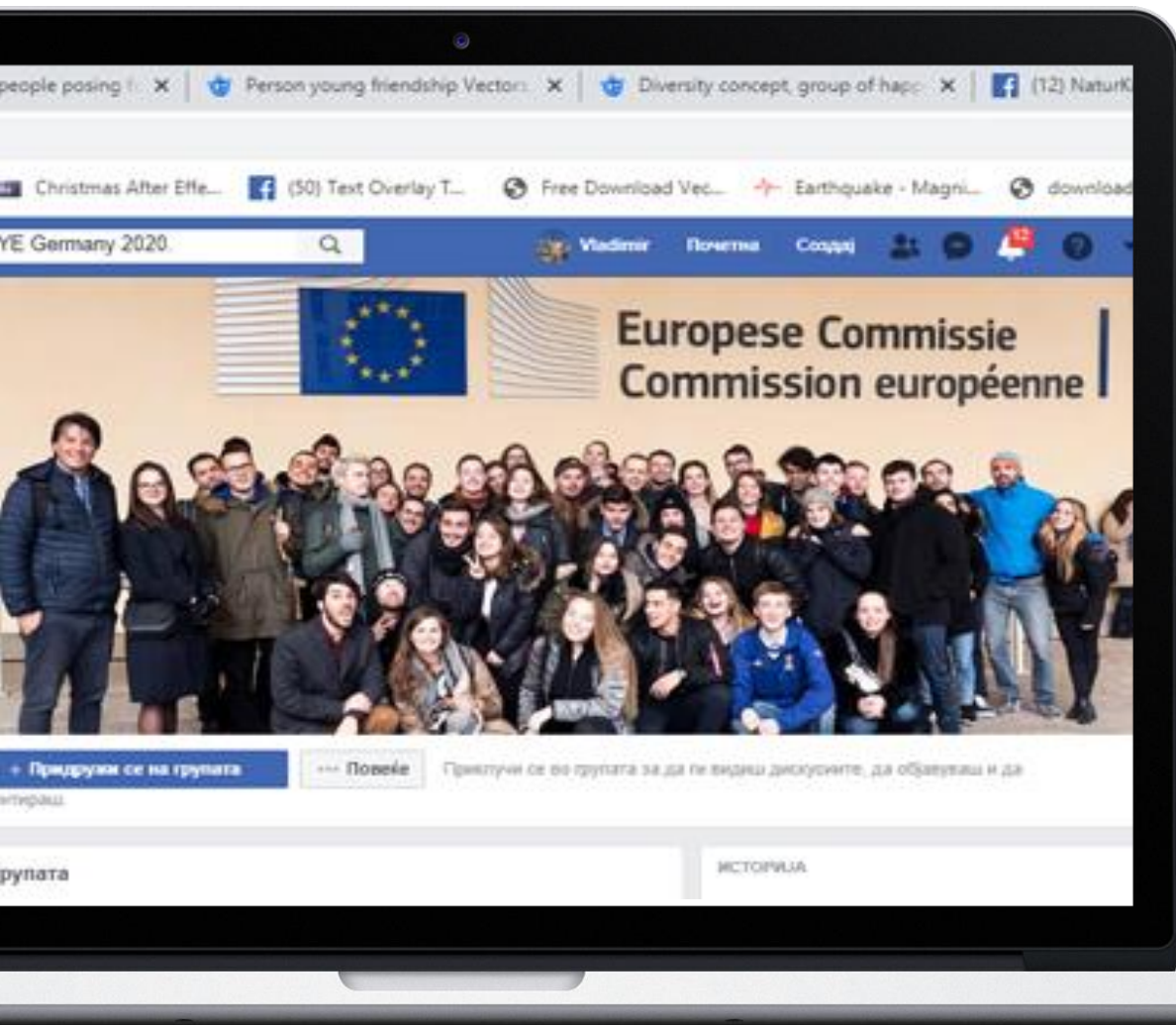
1. **Full participation** in the seminar. I understand that if my participation is not 100% and my absence, for any reason, is not fully justified, I may not receive any reimbursement.
2. I will be responsible for covering any additional costs (**exceeding the given budget**) for my overall travel costs.
3. I will **keep all invoices and proof of travel**, including boarding passes, tickets, etc. and submit them to the host organization in original format as requested by them in a timely fashion.
4. I will **prepare relevant materials** in time for the project activity.
5. I intend to **participate in all evaluation activities** during the project activity and after its completion.
6. I will show **openness and respect** towards other participants and all other individuals involved in the program.
7. I will **respect the rules in the Erasmus+ program guide** that requires participants, facilitators and staff to respect each other's dignity, values, religion and culture, irrespective of race, gender, national or ethnic origin, sexual orientation, age or disability.
8. I will conduct **responsible and moderate behaviour** when it comes to the consumption of alcohol.
9. I will **not bring or use any drugs** (including weed) during my participation on the project activity.
10. I allow the organizers to have **photos and videos taken** of me during the activity and publish these on their websites, social media, promotional material and dissemination material.
11. I will have suitable **health insurance** during the activity of the project - for example a European Health Card (In case of non-EU residents, travel insurance).ⁱ
12. That the days prior or after the mobility I am **traveling on my own risks** and that having insurance is my own responsibility.
13. **Failure to comply** with the above rules and the rules of the project will result in no reimbursement given to me for the project and could also result in me being liable to financial damages as a result of me not following these rules.

I, the undersigned, hereby confirm my participation and agree fully with the above stated.

Date _____ Place _____

Signature _____





**For further questions
don't hesitate to
contact us.
See you soon!**

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