



# TRAINING COURSE

## D´ING – Designing for Learning

From complexity to simplicity

**Weimar, Germany | 10<sup>th</sup> – 16<sup>th</sup> of October 2021**

**Italy | 21<sup>st</sup> – 27<sup>th</sup> of March 2022**



## PROJECT DESCRIPTION

Since a few years, in the frame of the European Training Strategy (ETS), we have two “Competence Models” (CMs) aiming to sustain quality youth work: [the Competence Model for Trainers](#) and [the Competence Model for Youth Workers](#). With a group of colleagues and partner organizations, we started working around those models after its first presentation during Bridges for Trainers 2014 in Bonn (Germany), because we simply found it a very valuable tool to improve our (mutual) work.

We have already promoted several seminars. One of them, called “Simply Meeting”, to deepen the model for trainers in Cyprus. The second was targeted for youth workers in Weimar, Germany. Then we proceeded with a training course called “D’ING – Designing for Learning” in Lecce, Italy in spring 2019, focusing on two specific competences, namely “Understanding and facilitating learning” and “Designing educational programs”. The positive outcomes made us decide to continue this path with another training course, again focussing on two of the competences from the trainers/youth workers competence models: ‘Cooperating successfully in teams’ and ‘Communicating meaningfully’, which took place in early 2020.

We see now a new step in front of us; exploring the dimension of the individual youth worker/trainer to design, with the help of the Competence Models, their own learning in an ongoing process. Our work, while being a personal never ending human and learning process, is all about us, being with other people, working with people: sharing wonderful and challenging spaces, beautiful or/and turbulent processes, managing different and parallel situations at the same time (personal, team, group processes) etc.

One big aim of the project is to work on ideas, tools, approaches that can make the CMs simpler in terms of understanding and use of it. Now more than ever with the crisis of COVID-19 we are facing uncertainties on a personal level and related to our work, professions, with young people, NGOs, Institutions, projects, planning. That’s why we thought that together with “learning to learn” which can be tackled under a new light it could be useful to focus on the “networking and advocacy” competence area as well. Many NGOs and professionals might need to work deeper on these aspects after the crisis, to better get back on track or at least refresh the importance of a professional “networking and advocacy” in youth work.

### The objectives of the project are:

- to explore the two Competences Models;
- to exchange experiences on learning in the job;
- to raise awareness about the importance of a trustful learning environment and working culture;
- to raise awareness about one’s own learning;
- to provide methods and tools to design your own learning processes;
- to raise awareness of the importance of and provide methods and tools for learning with others;
- to explore the potential of networking & advocacy.

### The project is therefore scheduled as follows:

**Training Course (A1)** on the ETS Competence Models with specific emphasis on “Learning to learn”, October 2021 in Weimar, DE. As described above the event will mainly focus on the exploration and processing of the ETS Competence Models with a dedication to the competence area(s) “Learning to learn”. Major aspects are “organising their own learning”, “learning with and from others”, “coaching”, “application of competences” etc.

**Online & practice phase in between** for further developing of tools, proposals & good practices based on A1 (3 months)

**Seminar (A2)** on processing tools, proposals & good practices will take place in Spring 2022 in Italy. Based on the results and findings of A1 and the following online & practice phase A2 will be mainly focusing on processing & sharing of tools, proposals & good practices, which were developed by partners and participants. A specific dedication is given to themes as “networking & advocacy” based on the needs of participants and partners involved.

## ON-BOARDING PHASE

All partners and participants involved are invited to join a series of on-boarding activities to get to familiarise themselves with each other, the project and topic. We are glad to virtually meet you and jump into the learning organisation journey!

**Please, join the meetings via the link:**

**D'ING – Designing for our Learning // From complexity to simplicity: On-Boarding**

<https://us02web.zoom.us/j/89066960690?pwd=ZHhGek9QaXhPMVY0NFo0Q0IzTGNuZz09>

**Meeting-ID: 890 6696 0690**

**Code: 587139**

**September 13<sup>th</sup>, 14.00 CET**

**Kick-off meeting**

A kick-off meeting to see who is on board for this journey and to see what it all is with this 'learning organisations'. So... some 'getting to know each other', an intro to the project we are in and then jumping into questions like: Can organisations learn!? When was the last time you saw an organisation learn? Do you see your organisation as a learning one? Do organisations learn differently? How to improve the learning of your organisation?



**September 16<sup>th</sup>, 17.00 CET**

**Special guest Nik Paddison**

Nik Paddison is a full time independent freelance trainer/writer/consultant/copy editor in the European youth field. He has a background as a youth worker from the UK. Nik specialises in the training of youth workers and trainers: Human Rights, peace building, Roma young people, refugees, non-formal learning – creating educational games, activities & theories. One of the topics he dived into is the learning organisation. Nik is living by the sea in Montenegro.



**September 27<sup>th</sup>, 19.00 CET**

**Special guest Annamaria Simeone**

Annamaria is active in the youth field since 2007, focusing on social inclusion and anti-discrimination; since 2014 she has worked as youth worker and coordinator of several projects funded by local and European Funds. Annamaria Simeone is the president of Giosef Torino and Vice President of National Network of GIOSEF ITALY, she is the Secretary of NINFEA \_ National Informal and Non-formal Education Association. A lot of experience when it comes to organisations. Let's hear her on how learning takes place in these organisations!

## PARTNERS INVOLVED

1	Cyprus	POLITISTIKO ERGASTIRI AYION OMOLOYITON
2	Czech Republic	Spolek ActiTmel.cz
3	Germany	Stiftung Europäische Jugendbildungs- und Jugendbegegnungsstätte Weimar
4	Greece	KANE Social Youth Development Civil Nonprofit Society
5	Greece	SIMMETECHO
6	Hungary	Ifjúsági Szolgáltatók Országos Szövetsége (ISZOSZ)
7	Italy	Associazione Culturale Beyond Borders Corato
8	Italy	Insight - education project design
9	Romania	Institutul de Cercetare și Educație Multilaterală a Tinerilor
10	Slovenia	ZDRUZENJE UNIVERZITETNIH IZOBRAZENK SLOVENIJE
11	United Kingdom	Community Youth Ventures CIC

## PROFILE OF PARTICIPANTS

The course is for partner organisations' members who would like to develop their "Learning to learn" competence, reflecting the concept of "learning organisation" and deepening their understanding of the field of "networking & advocacy". We also invite youth workers/trainers/leaders that are closely cooperating with the partner organisations of the project, so they will bring back the acquired knowledge, disseminate it with further projects and initiatives, both at local and European level. We will create a proper learning environment in which different dimensions of learning and being are appreciated and can flourish. An environment of shared responsibility will be developed by giving roles to participants prior to arrival.

## TRAVEL COSTS

We will reimburse the travel costs on the basis of the cheapest possibilities, e.g. second class railway tickets, APEX-flights etc., within the provided limit, from their place of origin to the venue of the activity and return, accompanied **ONLY by original and/or electronic documents** (tickets, invoices, bookings, boarding passes etc.). In the table below, you can find the maximum contribution for travel costs for ONE person per country **from hometown to Weimar and back** including **COVID-19 testing** and **travel insurance costs**. Furthermore, as already announced in the call for partners & in the SAVE THE DATE, a financial contribution from each participant is required.

Country	Partner Organization	Number of persons	Participation fee per person	Travel contribution per person max.
Cyprus	POLITISTIKO ERGASTIRI AYION OMOLOYITON	2	35,00 €	360,00 €
Czech Republic	Spolek ActiTmel.cz	2	25,00 €	180,00 €
Germany	Stiftung Europäische Jugendbildungs- und Jugendbegegnungsstätte Weimar (including team)	5	45,00 €	20,00 €
Greece	KANE Social Youth Development Civil Nonprofit Society	2	35,00 €	275,00 €
Greece	SIMMETECHO	2	35,00 €	275,00 €
Hungary	Ifjúsági Szolgáltatók Országos Szövetsége (ISZOSZ)	2	25,00 €	275,00 €
Italy	Associazione Culturale Beyond Borders Corato	2	35,00 €	275,00 €
Italy	Insight - education project design (including team)	5	35,00 €	275,00 €
Romania	Institutul de Cercetare și Educație Multilaterală a Tinerilor	2	25,00 €	275,00 €
Slovenia	ZDRUZENJE UNIVERZITETNIH IZOBRAZENK SLOVENIJE	2	25,00 €	275,00 €
United Kingdom	Community Youth Ventures CIC	2	45,00 €	275,00 €

The participation fee can be paid in the following two ways: rather in **cash during reception & registration on the arrival day OR beforehand by bank transfer** to the following account:

Stiftung EJBW  
 IBAN: DE80 8205 1000 0301 0250 02  
 BIC: HELADEF1WEM Sparkasse Mittelthüringen  
 Subject: 9\_2027\_Country\_Name(s)

**Please note: The amount cannot be reduced from the travel cost reimbursement. Please inform us in advance which of the both mentioned options you are planning to use AND if you are paying as a group or as an organization.**

## ENTRY REQUIREMENTS

When planning and preparing for your travel, we strongly recommend informing yourself carefully about the latest developments and regulations. Information on entry restrictions **in Germany** can be found here:

<https://www.bundesgesundheitsministerium.de/coronavirus-infos-reisende/faq-tests-einreisende-englisch.html>

The regulation (called “ordonance”) includes a **general obligation for travellers entering the country by air to furnish proof**. These travellers must – irrespective of whether or not they spent time in a risk area – **present a negative test result or proof of vaccination or recovery to their carrier prior to departure**. In addition, when entering the Federal Republic of Germany **following a stay in a risk area** outside of Germany (**basic risk area, high-incidence area or area of variants of concern**), special obligations exist regarding proof and an obligation to quarantine (see below).

Here you can find the valid list of so called **“basic risk areas, high-incidence areas or areas of variants of concern”**:

[https://www.rki.de/DE/Content/InfAZ/N/Neuartiges\\_Coronavirus/Risikogebiete\\_neu.html](https://www.rki.de/DE/Content/InfAZ/N/Neuartiges_Coronavirus/Risikogebiete_neu.html)

**IMPORTANT:** if you spent time in a **risk area (basic risk area, high-incidence area, area of variants of concern)**, you must complete the Digital Registration on Entry before arriving in Germany and carry proof of registration with you upon entry. Be ready to upload relevant documents (**a negative COVID-19 test result and/or proof of vaccination or recovery from an infection**). Please also check the kind of test required (PCR, PoC- PCR or antigen rapid test) and how many hours prior to entry the test should be carried out in your case.

Please, check carefully **the information regarding quarantine on entry**. Take into consideration that additional stopovers for more than 24 hours in other countries before your arrival in Germany may influence the regulations.

<https://einreiseanmeldung.de/#/1>

<https://www.auswaertiges-amt.de/en/einreiseundaufenthalt/coronavirus>

We also strongly recommend you to check **the (back) entry requirements of your country**, and find out if a negative COVID-19 test result is needed on return. Please inform us in advance when the test is needed (48/72 hours before entry), so we can ensure you access to testing services on the spot.

## EJBW SAFETY MEASURES

The "traffic light system" provides a framework for the operation of educational institutions in the region. From June 2021, the EJBW implements the requirements of infection protection in the context of stage 1 "Regular operation with preventive infection protection" (GREEN) and, as a rule, the technical recommendation of the local ministry.

Three-stage plan depending on COVID-19 outbreaks

- 1) Regular operation with preventive infection control (GREEN)
- 2) Restricted operation with increased infection control (YELLOW)
- 3) Order of a protective measure according to §28 1/2 IfSG (RED)

**According to this three stages plan several safety regulations are in place. Please take into consideration:**

- Please arrive without any symptoms of a cold.
- Please bring sufficient mouth-nose coverings with you. If necessary, you can obtain suitable masks at the reception against reimbursement of the cost price.

- All guests will be recorded in a list with date, time and contact details for any necessary follow-up of the chain of infection.
- Please pay attention to path markings & signs: Keep your distance in the foyer, at the reception, in the corridors and on the paths between buildings.
- Please cover your mouth and nose when entering and moving around our facility.
- The public toilets and critical surfaces such as door handles, handrails etc. are checked and cleaned daily. We ask you to use the sanitary facilities in the guest rooms.
- You will find disinfection facilities in the entrance areas of the buildings and/or in the public toilets.
- Regular shock ventilation must be provided in the seminar rooms.
- Unless they are occupied by fixed groups, the seminar rooms shall only be occupied by the corresponding maximum permissible number of participants, depending on the size of the room, in compliance with the distance requirement of 1.5 metres.
- The serving of food and the buffet in the cafeteria are only permitted in the "one-way system", observing the safety distance.
- Meals take place in our cafeteria. The tables are arranged in such a way that meals can be taken in fixed groups at the fixed, previously agreed meal times. Appropriate tables are marked for the groups. Meals are limited to a maximum of 45 minutes (including serving and clearing away).
- Please wear the mouth-nose covering when moving around inside the cafeteria and use the disposable gloves when serving yourself at the buffet.
- At present, guests are usually accommodated in double rooms, each with its own bathroom.
- Please ensure that your guest room is regularly ventilated.

## CHECK LIST FOR TRAVEL REIMBURSEMENT

### 1. Train/Bus tickets

It is important that the **arrival and departure times** as well as **the price** are visible (+invoices if available).

### 2. Regular air tickets must be accompanied:

- by the **original invoice** (signed and stamped)/receipt/pay order/proof of payment;
- the **boarding pass** (the small ticket stub you receive before boarding the plane);
- the **price** stated in the invoices, receipts etc. must **coincide** with the price on the ticket.

### 3. E-Tickets must be:

- **printed out** and include your **name , the exact fare you paid, details of your flight**;
- given with regular or electronical **boarding pass** (be sure to save your electronical boarding pass in advance).

### 4. Travel insurance costs

- the original invoice (signed and stamped)/receipt/pay order/proof of payment;

### 5. COVID-19 test costs

- the original invoice (signed and stamped)/receipt/pay order/proof of payment;

**NOTE:** Some airlines print "passenger receipt" at the top of the cardboard ticket. It is not accepted as a receipt of the proof of payment. Therefore, if you book your tickets online, please, make sure to print out the e-mail you receive from the airline company upon the payment, stating how much and how you paid.

### Other important details:

- Missing or lost tickets/original invoices are not reimbursed.
- Tickets booking paper alone is not enough.
- Any **costs for taxi are not reimbursed**.
- Return tickets must be bought in advance before the journey.

Following the guidelines of the program and internal regulations, the travel must be released by the participants on the direct way within maximum 2 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 event (the Training Course)** please send us back all your complete travel documents in **ORIGINAL** by post mail as well as your bank account details (name of account holder, name of the bank, IBAN code, BIC/SWIFT code, proven by a bank document) to:

**Europäische Jugendbildungs- und  
Jugendbegegnungsstätte WEIMAR (EJBW)  
Markus Rebitschek  
Jenaer Str. 2/4  
D-99425 Weimar  
Germany**

### TRAVELLING TO WEIMAR and EJBW

**Taking into consideration all the risks related to the COVID-19 pandemic, protect your trip with travel insurance. If you are unable to travel for unexpected reasons, the travel cancellation insurance will reimburse your cancellation costs. Please check the options available in your country, and arrange it on the day you book your trip.**

#### By Train:

Please use Deutsche Bahn (German railway) connections to travel abroad and within Germany. You can reach Weimar from any city here: <https://www.bahn.com/en/view/index.shtml>

#### By Bus:

Check the best option from your location to Weimar or use FLIXBUS [www.flixbus.com](http://www.flixbus.com) to reach the place. You can also check for alternative connections via Go Euro web-site: [www.goeuro.com](http://www.goeuro.com)

#### By Car:

From the A4 motorway take the exit to "Apolda". Follow the B87 in the direction of Apolda until you reach the main traffic lights at Umpferstedt. Turn left towards Weimar on the B7 and follow the road into Weimar until you reach us on the Jenaer Straße.

#### By Airplane:

The best option to come to Weimar by plane is to use the airports Berlin or Frankfurt. From there you can take direct trains or buses to Weimar. The cheapest flights you can check via [www.skyscanner.com](http://www.skyscanner.com)

Train connection: DB Berlin or Frankfurt – Weimar Hauptbahnhof

<https://www.bahn.com/en/view/index.shtml>

Bus connection: Berlin or Frankfurt Airport/Central Bus station – Weimar Hauptbahnhof (use FLIXBUS [www.flixbus.com](http://www.flixbus.com))

**NOTE:** Please consider using more sustainable forms of travelling such as train and bus. European and North American societies already consume double or triple of the resources nature can reproduce. Showing respect to the natural basis of human life by choosing train, bus or ride sharing can offer you quality time, learning to know foreign people and a more fulfilling connection to the place where you are.

## IN WEIMAR

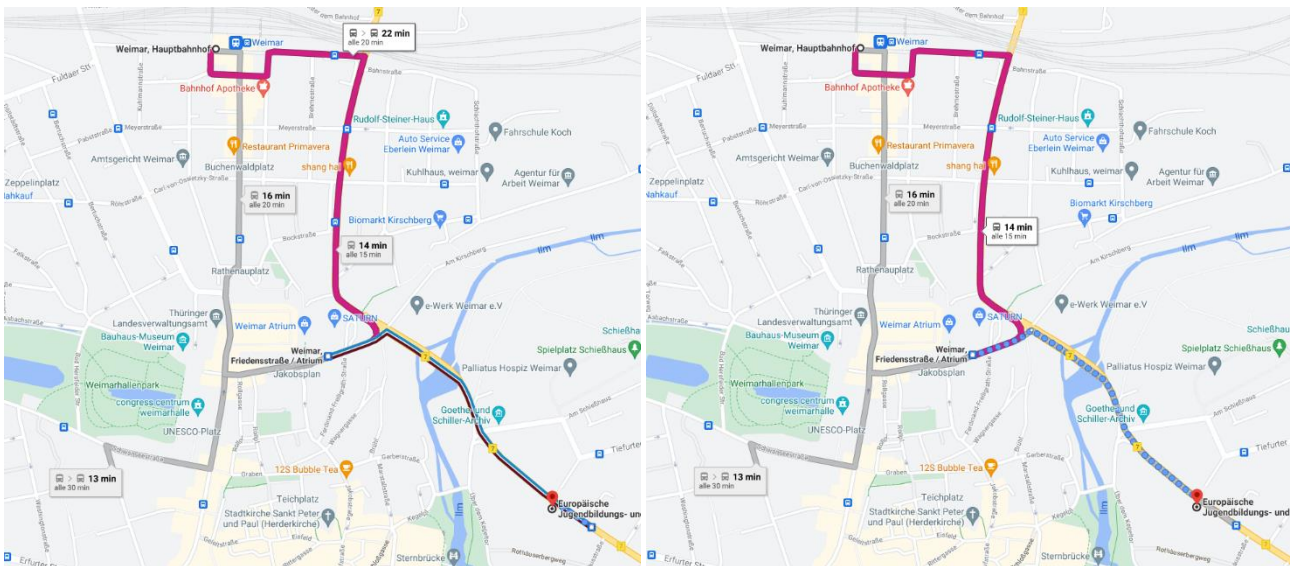
**After arrival at the main train station:** take bus no. 1 (direction: Ehringsdorf) from outside the railway station to the bus stop “Friedensstraße / Atrium” – change (cross the road and change the direction) to bus no. 2 (direction: Bodelschwingstraße) or bus no. 9 (direction: Süßenborn) and disembark at the bus stop “Hellerweg / EJBW”.

*Single fare – 2,20 Euro*

*Single fare (4-ticket-set) - 7,90 Euro*

*1-day ticket – 5,50 Euro*

Alternatively, you can just take bus no. 1 (direction: Ehringsdorf) from outside the railway station to the bus stop “Friedensstraße / Atrium” and follow the main road (Jenaer Straße) uphill for approx. 800 m and enter the area of EJBW at your right.



## ACCOMMODATION IN WEIMAR

During the training course, we will stay in the facilities of the Stiftung Europäische Jugendbildungs- und Jugendbegegnungsstätte Weimar (Foundation “European Youth Education and Meeting Centre in Weimar, EJBW).

The facilities include:

- 162 beds in single, two and three bed rooms with shower and toilet;
- 15 modern, fully-equipped seminar rooms;
- Computer room;
- Elegant fireside room;
- Sports facilities and playground;
- WIFI on the whole area.

**Please bring your own towel(s)!**

**Check-in time – 15:00**

**Check-out time – 09:00**



<http://www.ejbweimar.de/>



**Program of the Training Course (Weimar, 10. – 16.10.2021)**

(Please, note, there may be slight modifications and changes in the existing program)

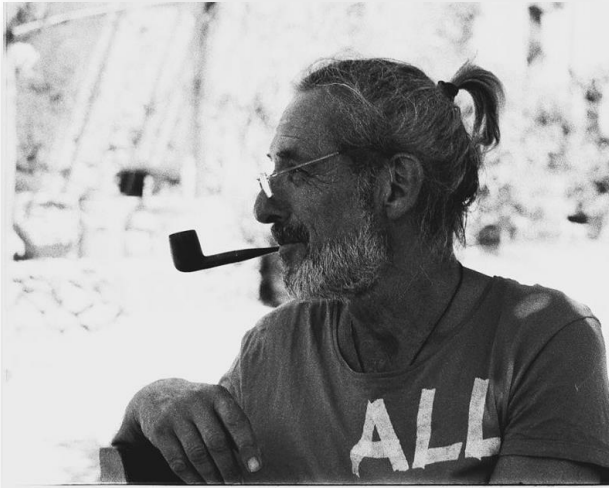
Sun, 10.10	Mon, 11.10	Tue, 12.10	Wed, 13.10	Thu, 14.10	Fri, 15.10	Sat, 16.10
	<b>BREAKFAST</b>	<b>BREAKFAST</b>	<b>BREAKFAST</b>	<b>BREAKFAST</b>	<b>BREAKFAST</b>	<b>BREAKFAST</b>
	Session I: "Welcome"	Session III: "Exploring ETS"	Session V: "A learning organisation. How to create a learning environment in my organisation"	Session VI: "Organising my own learning: creating own pathways for future learning."	Session VIII: "Preparing the next phase"	Departures
	<b>LUNCH</b>	<b>LUNCH</b>	<b>LUNCH</b>	<b>LUNCH</b>	<b>LUNCH</b>	
Arrival of participants	Session II: "Why are we here?"	Session IV: "My learning"	Session V: "A learning organisation. How to create a learning environment in my organisation"	Session VII: "Learning with peers"	Evaluation and closing	
	Reflection	Reflection	Reflection	Reflection	Reflection	
<b>DINNER</b>	<b>DINNER</b>	<b>DINNER</b>	<b>DINNER</b>	<b>DINNER</b>	<b>DINNER</b>	
Welcome evening	Evening program	Evening program	Evening program	Evening program	Evening program	

## TRAINERS' TEAM



“I started DOING stuff many years ago, in a kitchen, in a Radio, in a cultural youth organization, networking with people and NGOs and Institutions. Many years of local and international projects, trainings, seminars, events but all of this doesn't count much. What counts and really matters is...what I will do now, here, with you!”

**Salvi Greco**



Paul Kloosterman lives in Calabria, Italy and works in European programs as a trainer, writer, consultant and researcher. Major areas of work include training of trainers, projects around learning to learn and recognition of youth work.

**Paul Kloosterman**

A PROJECT OF



WITH THE SUPPORT OF



PROJECT PARTNERS

Cyprus

Czech Republic

Greece



Greece

Hungary

Italy

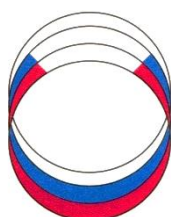


Romania

Slovenia

United Kingdom

ICEMT



COMMUNITY YOUTH VENTURES  
-INSPIRING YOUNG LIVES-

## TRAINING COURSE

### **D´ING – Designing for Learning**

From complexity to simplicity

10<sup>th</sup> - 16<sup>th</sup> of October 2021 (Weimar, Germany)

21<sup>st</sup> – 27<sup>th</sup> of March 2022 (Italy)

Stiftung »Europäische Jugendbildungs- und Jugendbegegnungsstätte Weimar« (EJBW)

European Youth Education and Meeting Centre in Weimar

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### **Legal notice**

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Weimar, July 2021