

SUGGESTION OF A TRAINING COURSE

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Participating organisations:



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Introduction

In this document you can find a proposal of a scheme of a training course for youth leaders and youth workers with the aim of presenting them the concept of quality in youth work and ways to implement it in their groups and organisations.

This 4-days proposal is based on our experience with the ABC of Youth Work project. During the project, the team has implemented several workshops, 1-day trainings, tool presentations and mentorship processes.

However, it is still only a proposal. Every group and every context is different. Are you a trainer in the youth field? Take the proposal and think about it. But don't forget: find your own way of facilitating youth leaders and youth workers toward more quality youth work!

The ABC of Youth Work project team

Main characteristics of the training course

- 4 days
- 4 sessions per day (each session appx. 90 minutes)
- Target group: youth leaders and youth workers with some experience in youth work (at least 2 years of independent leadership)
- Group size: 10–18 participants; 2–4 trainers
- Possible to implement 4 days as a whole or individually day by day

Aims of the training course

1. Participants improve their leadership skills, especially those needed for work with groups of young people in the era of new technologies.
2. Young people with fewer opportunities are better involved into youth groups and youth organisations.
3. Youth groups and organisations are sustainable and are developing.
4. Youth work is providing more relevant outcomes to young people and to the society.

Objectives of the training course

1. Participants try to define social impact of their group/organisation.
2. Participants connect theory of youth work with their own practices.
3. Participants analyse ways (processes) of inclusion of new young people into their groups/organisations.
4. Participants analyse sustainability of groups and organisations they lead.
5. Participants identify groups of young people with fewer opportunities they would like to include in the organisation and existing obstacles that prevent their inclusion the most.
6. Participants revise existing theories which concern group dynamics.
7. Participants know the concept of quality and are able to apply it to the youth work context.
8. Participants know the Youth Work Growth Cycle and are encouraged to use it in their groups/organisations.
9. Participants evaluate their groups/organisations from perspectives of public image, reach out, belonging, personal growth of involved young people, purposeful involvement and proactive methodologies.
10. Participants become familiar with the basic theory for each one of the 20 processes in the Youth Work Growth Cycle.
11. Participants analyse their organisational culture and possibilities to implement Youth Work Growth Cycle into it.
12. Participants are aware of their profiles as leaders and are aware of their potentials to implement the Youth Work Growth Cycle.
13. Participants prepare a plan of implementation of Youth Work Growth Cycle into their groups/organisations.

General Plan Day by Day

	DAY 1	DAY 2	DAY 3	DAY 4
INTRO	Intro to the day	Intro to the day	Intro to the day	Intro to the day
SESSION 1 (MORNING 1)	Introduction: Context I am working in	Quality in Youth Work and Youth Work Growth Cycle	Field 3: Belonging	Organisational Culture
SESSION 2 (MORNING 2)	The ABC of Youth Work	First Assessment of my group/organisation	Field 4: Young People's Growth	Me as a leader
SESSION 3 (AFTERNOON 1)	Group dynamics	Field 1: Communication and Public Image	Field 5: Purposeful Involvement	Implementing the Youth Work Growth Cycle
SESSION 4 (AFTERNOON 2)	Including young people with fewer opportunities into groups	Field 2: Reach-out	Field 6: Pro- active Methodologies	Conclusions and Evaluation
CONCLUSION	Evaluation of the day	Evaluation of the day	Evaluation of the day	/

Day 1

Topic(s) of the Day	Introduction to youth work, group dynamics and young people with fewer opportunities.
Short description of the Day	Participants form a group and together discover the "common ground" of their work. The group converges through discovering concepts and prepares to the topics of quality which will follow the day after.
Number of Sessions	4

Day 2

Topic(s) of the Day	The concept of Quality and first assessment of quality; Getting to know the Youth Work Growth Cycle with particular emphasis on encouraging young people to participate.
Short description of the Day	After the initial day, participants enter the world of quality - the core of the training course. In the morning of the day participants get familiar with basic quality concepts and in the afternoon they work concretely on first part of Youth Work Growth Cycle (Encouraging young people to participate).
Number of Sessions	4

Day 3

Topic(s) of the Day	Getting to know the Youth Work Growth Cycle with particular emphasis on keeping groups strong and growing.
Short description of the Day	After getting familiar with the first part of the Youth Work Growth Cycle this day is dedicated to its second part (including other 4 fields).
Number of Sessions	4

Day 4

Topic(s) of the Day	Implementing Youth Work Growth Cycle into practice
Short description of the Day	After knowing the whole Youth Work Growth Cycle it is time to implement it into practice, considering specifics of each organisational culture and specifics of each participant as a leader.
Number of Sessions	4

Horizontal elements of the training course

- In the “Intro of the day” session, participants have time to ask questions about the previous day. On the 1st day there is time for name-games and 1st personal introduction.
- During the “Conclusion” session we propose two activities: evaluation of individuals’ group or organisation with his/her “buddy” and evaluation of the day in key-groups (constant groups of 4-5 people during the whole training course).

Detailed plan Session by Session

Introduction: Context I am working in

Day 1, Session 1

Aim of the Session	Introduction of participants, getting to know each other, presenting and defining the context they are working in.	
Connected to objectives	Participants try to define social impact of their group/organisation.	
Chapters in Manual	Not relevant.	
Suggestion of a session plan	Getting to know each other	20 min
	Presenting organisations on posters (shields): <ul style="list-style-type: none"> • Our aim • Our main target groups • Our methodology • A bit of our history 	30 min
	Discovering similarities and differences between organisations in small groups.	25 min
	Identifying challenges that organisations are facing.	25 min

The ABC of Youth Work

Day 1, Session 2

Aim of the Session	Connecting definitions and main concepts of youth work to participants' realities.	
Connected to objectives	Participants connect theory of youth work with their practices.	
Chapters in Manual	Chapter 1: Introduction Chapter 2: Youth work facing new challenges	
Suggestion of a session plan	Our common social impact: snowball method	45 min
	Theory: Outcomes of youth work (<i>The Value of Youth Work</i> , page 9)	15 min
	Theory: Core principles of youth work (<i>The Value of Youth Work</i> , page 5)	10 min
	What is the ABC of youth work for me? <ul style="list-style-type: none"> • Individual work on finding the 3-words definition of youth work starting with A, B and C • Sharing in small groups and developing group definitions 	20 min

Group Dynamics

Day 1, Session 3

Aim of the Session	Participants get familiar with existing theories of group dynamics.	
Connected to objectives	<ul style="list-style-type: none"> Participants revise existing theories of group dynamics. 	
Chapters in Manual	Chapter 2: Youth work facing new challenges Desk research done in the ABC of Youth Work project	
Suggestion of a session plan	Going into nature and finding a symbol of “the good group”	30 min
	Presenting symbols and building a common one	20 min
	Existing theories of group dynamics (theory)	20 min
	Looking back at my challenges (Day 1, Session 1) and seeing them from the perspective of group dynamics	20 min

Including Young People with fewer opportunities into groups

Day 1, Session 4

Aim of the Session	Identifying groups of young people with fewer opportunities they are not included more intensively and existing obstacles in organisations.	
Connected to objectives	Participants identify groups of young people with fewer opportunities they would like to include and existing obstacles in the organisation that prevent their inclusion the most.	
Chapters in Manual	Chapter 2: Youth work facing new challenges	
Suggestion of a session plan	Inclusion and obstacles (a bit of theory)	15 min
	Revising Challenges of youth work (manual, Chapter 2) – silent floor. Every challenge on a single poster. Topic for the silent floor: how is this challenge connected with young people with fewer opportunities?	45 min
	Individual work: identifying challenges and potential of my organisation for inclusion	15 min
	Challenges and potentials: Sharing with buddies	15 min

Quality in youth work and Youth Work Growth Cycle

Day 2, Session 1

Aim of the Session	Getting deeper into youth work: the concept of quality and a new tool.	
Connected to objectives	Participants know the concept of quality and are able to apply it to the youth work context. Participants know the Youth Work Growth Cycle and are encouraged to use it in their groups/organisations.	
Chapters in Manual	Chapter 3: Youth Work Growth Cycle: A tool for a better Youth Work	
Suggestion of a session plan	How do we do it? (individual work or work with	45 min

	<p>buddy on posters)</p> <ul style="list-style-type: none"> • Each participant remembers the social impact of his/her organisation. • How do we generate the social impact? (option: drawing a “machine”) • Which are the crucial parts that have to be functional in order to get social impact happen? (Option: which parts of the machine have to operate?) • How do we see that crucial parts are operating? (defining indicators) 	
	<p>A bit of theory of Quality (manual, Chapter 3) Extra possible source: <u>Quality Youth Work</u></p> <ul style="list-style-type: none"> • Concept of quality • Indicators • Quality tools 	15 min
	<p>Getting familiar with Youth Work Growth Cycle (background, use)</p> <ul style="list-style-type: none"> • 2 missions of a leader • 6 fields • 20 processes • Using it in the context of quality circle 	30 min

First assessment of my group / organisation

Day 2, Session 2

Aim of the Session	Participant use the Youth Work Growth Cycle for the first time.	
Connected to objectives	Participants analyse ways (processes) of inclusion of new young people into their groups/organisations. Participants analyse sustainability of groups and organisations they lead.	
Chapters in Manual	Chapter 4: Mission 1 – Encourage young people to participate Chapter 5: Mission 2 – Keep groups strong and growing	
Suggestion of a session plan	<p>Introduction to the “mini workshops” method:</p> <ul style="list-style-type: none"> • The session will be divided into 4 shorter workshops, lasting 15 minutes each. • In front of us there are 20 processes of the Youth Work Growth Cycle, each put on an A3 paper. • Everybody can vote with 5 points (5 stickers) about the processes you feel you would like to make steps forward in your group or organisation. You can put all 5 stickers on one process, on 5 different processes or in any other combination between these two. • Through voting we select 12 processes that seem to be most relevant to the participants. • Out of these 12 processes, participants 	20 min (10 min reserve)

	<p>construct a timetable of 3 parallel workshops, 4 rounds.</p> <ul style="list-style-type: none"> • Workshops are self-facilitated by participants. • On every workshop participants revise the suggested process in the manual and discuss situation in their group/organisation from the perspective of this process. 	
	Workshop 1	15 min
	Workshop 2	15 min
	Workshop 3	15 min
	Workshop 4	15 min

Fields 1-6

Day 2, Sessions 3-4 and Day 3, Sessions 1, 2, 3 and 4

Sessions correspond to the fields of the Youth Work Growth Cycle – see page 26 of the manual. In every session the corresponding field is elaborated together with processes that are attached to it.

Objectives:

- Participants assess their groups/organisations from perspectives of public image, reach out, belonging, personal growth of involved young people, purposeful involvement and proactive methodologies.
- Participants become familiar with the basic theory of each one of the 20 processes in the Youth Work Growth Cycle.

Chapters in the manual:

- Introduction to the structure of fields: Chapter 3, p. 24-28.
- Individual processes: Chapters 4 and 5.

Organisational Culture

Day 4, Session 1

Aim of the Session	After knowing all 20 processes of the Youth Work Growth Cycle, participants think about systematically transferring it into their environments.	
Connected to objectives	Participants analyse their organisational culture and possibilities to embed Youth Work Growth Cycle into it.	
Chapters in Manual	Chapter 6: Putting Youth Work Growth Cycle into practice	
Suggestion of a session plan	<p>Three images of my organisation through time:</p> <ul style="list-style-type: none"> • Method of biographical learning (learning from one's personal history). • Every participant thinks about the moment in the past when he/she for the first time entered current organisation (for example: 2014). 	40 min

	<ul style="list-style-type: none"> • Every participant gets 3 pieces of paper (A4). • He/she marks every piece of paper with a different year: 1) starting year in the organisation; 2) on the half of the way to today; 3) today (example: 2014, 2016, and 2018). • In the individual work he/she reflects these 3 moments: How did it feel? What was the difference? Leader, people, activities, relationships ... Main associations for every of the 3 moments are written or drawn to the corresponding paper. 	
	<p>Sharing three images of organisation in small groups (3-4 people)</p> <p>Questions for the group work:</p> <ul style="list-style-type: none"> • Briefly reflect each of the 3 moments. • What are the main differences between them? • What are the main similarities between them? • How do changes in my organisation happen? • Which changes are really difficult to reach? • Which elements of the organisational culture accelerate changes and which of them stop them? 	30 min
	<p>Reflection in the whole group:</p> <ul style="list-style-type: none"> • All small groups come together. • Trainers lead debriefing about obstacles and potentials to embed quality processes in the organisational culture. 	15 min

Me as a leader

Day 4, Session 2

Aim of the Session	Empowering participants to take stronger leadership roles in what they are responsible for.	
Connected to objectives	Participants are aware of their profiles as leaders and search for their potentials to implement the Youth Work Growth Cycle.	
Chapters in Manual	Chapter 2: Youth Work facing new Challenges (partly)	
Suggestion of a session plan	What defines a good leader? (silent floor method)	30 min
	<p>A bit of theory:</p> <ul style="list-style-type: none"> • Importance of vision (leader is the one who knows where the group is going to). • Importance of personality (leader is a person whom others are following because he/she is a “good person”). 	15 min
	My life-line: Where did I get experiences as a	30 min

	<p>leader?</p> <ul style="list-style-type: none"> • Draw a life-line of your life: from your birth until now. Go back into your personal history and remember important moments of you being a leader, maybe just in a very narrow context (leading your younger brother/sister, leading small group in the school, leading a project ...) • Which takeaways did you get from these experiences? Write them! 	
	Sharing of personal life-lines in small groups.	15 min

Implementing the Youth Work Growth Cycle

Day 4, Session 3

Aim of the Session	The last session before evaluation is dedicated to putting everything what participants have learned into practice.	
Connected to objectives	Participants prepare a plan of implementation of Youth Work Growth Cycle into their groups/organisations.	
Chapters in Manual	Chapter 6: Putting Youth Work Growth Cycle into practice. Chapters 4 and 5 for the references about 20 processes.	
Suggestion of a session plan	Individual reflection: <ul style="list-style-type: none"> • What I will do in the 1st week after this training course? • What I will do in the period of 1 month after this training course? • What I will do in the period of 1 year from this training course? 	15 min
	Work in pair, with buddy: Prepare a draft plan of raising the quality of youth work you are doing. <ul style="list-style-type: none"> • Where do you see the biggest potential to make your youth work more quality? • Who has to be involved into this change-making? How should you present them what you've learned here? • Which 1 or 2 of the 20 processes would you like to work on? • Which indicators would you like to change? • Which tools would you use to measure your indicators? • Which actions should you take to change your indicators? 	55 min
	Reflection of plans and debriefing in the whole group.	20 min

Conclusions and Evaluation

Day 4, Session 4

Aim of the Session	Participants evaluate the whole training course.	
Connected to objectives	Evaluation of the program, group and feelings, methods and impact.	
Chapters in Manual	Not relevant.	
Suggestion of a session plan	Reflecting individual sessions using big timetable in the whole group. Marking reflections with some keywords directly on the timetable. Questions for reflection: <ul style="list-style-type: none"> • Which sessions did feel very attractive to me? • Which of them feel specifically useful to me? • Which strong moments do I remember from the training course? • Which methods did I like and which I didn't? • In which sessions did I get important takeaways? Which were they? 	30 min
	New concepts: youth work, quality, reach-out, sustainability, organisational culture, leadership. Which of these – or other – concepts do I find new and useful? Why? (discussion in the group)	15 min
	Evaluation of group and feelings, communicating through moving around the space. Possible questions: <ul style="list-style-type: none"> • What were the special characteristics of our group? • How did I see my role in the group? • How did I like/dislike the working space? • How did I like/dislike food? • Which are my main feelings I am leaving the training course with? 	15 min
	Final evaluation in key groups.	30 min

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