



Erasmus+

FACILITATORS WANTED

TRAINING COURSE



ALICANTE (SPAIN)
18-25TH MARCH 2019

18-25th
March



31 participants

Youth workers, youth leaders, educators, beginners facilitators... From 12 European organisations coming from Belgium, Bulgaria, Cyprus, France (Martinique), FYRM, Greece, Italy, Lithuania, Portugal, Slovenia, Spain and UK



Where?

In Alicante, the "City of light" sun, and beach.

With easy connections to Europe through the 4th biggest airport in Spain.



What?

What does a facilitator do? Who is a facilitator? This TC proposes methods and exercises to boost some of the skills (learning to learn awareness, assertive communication, public speaking, communication and relationships in the facilitation process (transactional analysis), giving feedback, debriefing an activity, designing a workshop) a facilitator should have. A very practical training with a session about designing a workshop and giving it.

Organised by:



Hotel Maya - Alicante
www.hotelalicantemaya.com



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INFORMATION ABOUT THE TRANSPORTATION, VENUE AND OTHER LOGISTICS



18th

Dates and place

The training course will be held between the 18th and 25th March. We will have 6 working days and 2 for the travel.

You should arrive to Alicante on March 18th before 18:00 and the departure is planned on 25th April before 12pm.

Please plan your travel accordingly, we'll be hosted in the Hotel Maya - Alicante. A place easy to reach from airport by public transport (see more details below)



How to get to Alicante

We recommend you use www.skyscanner.net or www.momondo.com to find the most convenient flights to and from Alicante.

- Alicante's airport (ALC) has cheap connections to London, Belgium, Milan and Cluj-Napoca (Romania) using Ryanair, Easyjet and Wizzair. So if you are struggling to fit your travel plans within your budget, try looking for flight to/from this places, then onto Alicante.

There is also Valencia airport (VLC) which is 2 hours away to the North. Madrid is 4 hours away and Barcelona is around 8 hours away from Alicante by bus.

- **Travel from Alicante Airport to Hotel Maya.**
- The simplest way to our accommodation at Hotel Maya is to use public transport. You will need a Bus to "Plaza del Mar" or "Playa del Postiguet" and then walk around 12 minutes.



WELCOME TO SPAIN!



Part 1: The Bus

You can get public bus C6 from Alicante Airport on the **2nd floor** of the airport exit. The bus costs **3.85€** and it has free wifi on board. Please be aware you can only purchase tickets on the bus itself and **in cash!**. So please make sure you have a little Euros in your pocket when you arrive to Spain.

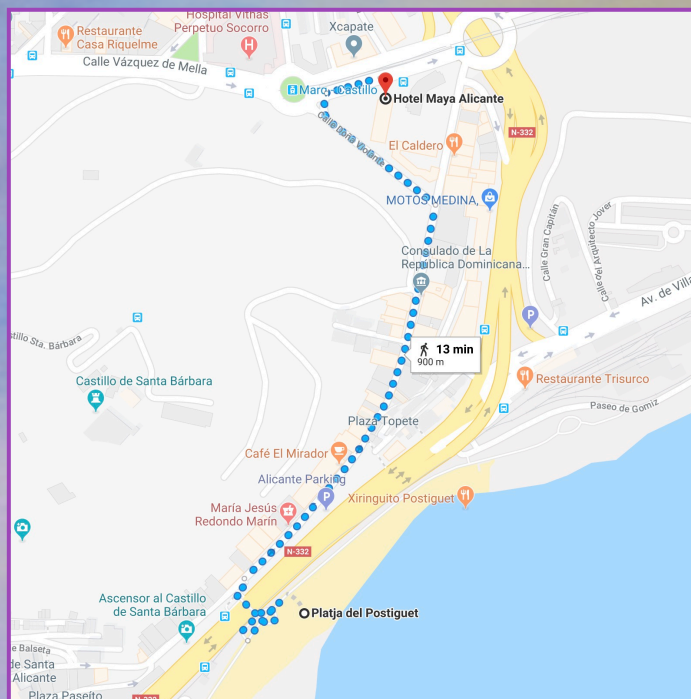
The C6 departs from Alicante Airport almost every 20 minutes from 5:40am to midnight. Here are the departure times of the C6 bus from Alicante Airport

			8:00	9:00	10:00	11:00	12:00	13:00	14:00	15:00	16:00	17:00	18:00	19:00	20:00	21:00	22:00	23:00
	6:10	7:10	8:20	9:20	10:20	11:20	12:20	13:20	14:20	15:20	16:20	17:20	18:20	19:20	20:20	21:20	22:30	
5:40	6:40	7:40	8:40	9:40	10:40	11:40	12:40	13:40	14:40	15:40	16:40	17:40	18:40	19:40	20:40	21:40		

Take the C6 bus to **Puerta del Mar** (it should be stop number 12 and It's the last one) which takes about 30 minutes to reach from the Airport. Look out for the beach.

Part 2: The Long 13 minutes walk to HOTEL MAYA

In Puerta del mar you'll cross to the beach and walk a little bit on the beach pathway until you see a white ramp that crosses the road to the other side. There there is also an elevator if your luggage is very heavy. Go up... and follow the street to the right until you see a "parking plaza" then go up that street and you'll see the hotel.



Take a look at the hotel:
www.hotelalicantemaya.com



This is the ramp you have to use to get to the other side.

Health & insurance

We recommend you to get health insurance for your travel to Spain, as we cannot cover it from the project budget.



Financial conditions

This training course is financed by the Erasmus+ programme, meaning the costs related to travel, food and accommodation will be fully covered by the hosting organisation.

The maximum reimbursement per participant for travelling from each country is as follows:

Belgium: 275€
FYRM: 275€
Bulgaria: 360€
Greece: 360€
Lithuania: 360€
Portugal: 275€
Italy: 275€
Slovenia: 275€
Cyprus: 530€
France (Martinique): 820€
Spain: 275€
United Kingdom: 275€



2 participants per country



If the travel costs will exceed the amounts specified above, you will have to pay the difference, so you should look for the cheapest ways of transportation. Reimbursement will be done by bank transfer after your arrival home and after you send us by post all the original travel documents and the proof of their purchase (tickets, boarding passes, invoices, receipts, bank statement etc.). So please keep **ALL the travel documents**. Also, reimbursement of transport will be done **only** to participants who **fully attend** the training course activities and after filling the Mobility Tool Participant's Report that you will receive after attending the training.

If you need more explanations about the reimbursement ask your sending organisations from your countries for assistance.



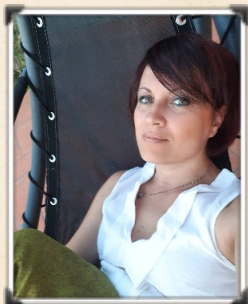
Weather conditions

The month of March in Alicante can be very fluctuant **between 8 and 31°C** over the course of the month. We are 10 minutes walking to the beach, so if you want to use it in your free time, plan accordingly.

We suggest you to bring comfortable clothes to be in a relaxed way.

There will be a swimming pool and a gym in the hotel that you can use if March's temperatures are warm enough for you.

Laris Guerri



President of Associazione Agrado and founder of it in 2000.

Trainer in the Pool of Trainers of the Italian National Agency, especially in EVS.

She has expertise on skills development, Team building and conflict management. She is also a professional psychological counsellor and applies these techniques in facilitating evaluation steps and skill assessment sessions with participants.

Expert in KA1 project design and management (Youth Exchanges, TC and Seminars, EVS/ESC projects etc.). Written, organised and managed 9 Youth Exchanges and several Training Courses, EVS and KA2 projects.

SALTO WEBSITE TRAINER PROFILE: <https://www.salto-youth.net/tools/toy/laris-guerri.3428/>

The Trainers

Lerio Cunha



"I was born and raised in Mozambique. Moved to Lisbon in 2010 and enrolled in university where I did a bachelor degree in Events and Adventure Tourism Management and a Masters degree in Human Resources Management.

My biggest passions are Coaching, Non Formal Education and Public Speaking. These are the some of the topics I have facilitated through Workshops & Training: conflict management, team management, intercultural teamwork, public speaking, time management, assertiveness, motivation, etc. Fun fact about me... I am afraid of chickens!"

SALTO WEBSITE TRAINER PROFILE: <https://www.salto-youth.net/tools/toy/lerio-cunha.4237/>

Antonio Gomes



President and Founder of Check-IN Association in 2010.

He was a Trainer in the Pool of Trainers of the Portuguese National Agency and he is Multiplier for Eurodesk. Full-time Trainer, national and internationally, especially on Project Management, Project Design, European Volunteer Service, Volunteering, Facilitation, European Projects planning,... Coordinated a big project: 100 EVS volunteers for short project in 2007, three Youth Exchanges with 60 participants and several Trainings courses.

SALTO WEBSITE TRAINER PROFILE: <https://www.salto-youth.net/tools/toy/antonio-gomes.4042/>

Meals

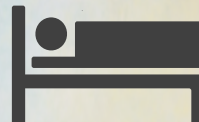
Food is the energy of our bodies and it affects our state of mind too, therefore we want to take it as part of the experience.

We will have Breakfast, Lunch and Dinner on a **Buffet basis**. So you can choose whatever suits you best.

Please let us know if you have any special requirement.

We will also have 2 coffee breaks during the day (coffee, tea, biscuits, fruit...)

Accommodation



We'll be sharing bedrooms among 3 people, gender based.

The Programme



Activity A1 - "FACILITATORS WANTED!" - Training Course Spain March 2019

Day Topics	Day 1	Day 2	Day 3	Day 4	Day 5	Day 6	Day 7	Day 8
	Arrival and presentations	Facilitator is a Learner	Communication and relationships	Public speaking	Workshop design	Challenge your facilitator skills!	Final Evaluation	Departures
08:30	Breakfast							
09:30	Arrival of the participants	Team Cooperation	Intercultural Communication and prejudices	Cultural Visit	Debriefing	Performing workshops + Feedback	Ultimate challenge	Departure of participants
11:00	Coffee-Break							
11:30	Arrival of the participants	TOUR in Learning Expectations	Transactional Analysis	Cultural Visit	Time management	Performing workshops + Feedback	After Training	Departure of participants
13:00	Lunch							
15:00	Arrival of the participants	Facilitator is a learner	Assertive communication	Public speaking	Workshop design	Performing workshops + Feedback	Final Evaluation and assessment	Departure of participants
16:30	Coffee-Break							
17:00	Presentations	Good practices and difficulties in facilitation	Feedback	Public speaking	Workshop design	Workshop Final Debriefing	Final Evaluation	
18:30		Reflection Time	Reflection Time	MID-TERM Evaluation	Reflection Time	Reflection Time	Blog Time	
19:00	BLOG TIME							
	Free Time							
20:00	Dinner		Blind Dinner					
22:00	Welcome evening	Intercultural Night	Relax Night	Ted EX	Movie Night	Free Night	Celebration Time	
23:00								



Please join the Facebook group which will be our channel of communication.

Here you can also meet other participants: <https://www.facebook.com/groups/165058744377598/>

Hope you feel prepared after reading this info pack.
In case of questions, contact us or your sending organisation
SEE YOU SOON IN ALICANTE !



Organised by:

