

# Training Course

# JOBpetencies

Youth(workers)'s competencies in the labour market



Święta Katarzyna, Poland - 22-30 /04/2024

Alicante, Spain - beginning of june 2024

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Project funded by the Erasmus+ programme of the European Union

# Introduction

**The project** is designed to help participants fight problems on the labour market. They will be able to develop soft skills, create a CV, prepare for a job interview, learn about different career paths and where to look for opportunities, and then use this knowledge in working with young people. The selection of partners also deserves special attention. The project will involve participants from both countries with the highest unemployment in Europe (Georgia, Spain, Italy, Lithuania) and those with the lowest (Czech Republic, Poland, Germany, the Netherlands). This will enable the exchange of experiences and very diverse points of view on the project topic.

**The main goal** of the project is: to increase the skills of 24 youth workers from 8 different countries in the field of professional activation of young people.

## **Additional objectives:**

- Improving the knowledge of youth workers about the latest trends and best practices in the field of professional activation of young people.
- Improving the ability of youth workers to plan and conduct activities for the professional activation of young people.
- Increasing the number of activities for the professional activation of young people - training participants will be more involved in activities for the professional activation of young people.

# The project includes:

The first part	The second part
Training course in Poland	Training course in Spain
Dates: 17-24.04.2024	Dates: 30.06-06.07.2024
Place: Recreation Center Jodelka, st. Kielecka 3, 26-010 Święta Katarzyna, Poland	Place: Alicante, Spain (details soon)

These mobilities are integral parts, each participant should take part in both. In justified cases, the participant may resign from the second one, in which case he or she is obliged to find a person to replace him/her and pass on the acquired knowledge to him/her.

**This infopack focuses only on the mobility in Poland, infopack about mobility in Spain will be given soon.**

# Partners & Participants

## Participating countries:

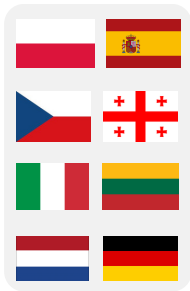
The countries that are taking part in our project are as follow Poland, Czech Republic, Netherlands, Italy, Spain, Lithuania, Georgia, Germany

## Participants

The training course in Poland will involve 24 participants aged 18-25 years old, 3 participants from each partner country + 2 facilitators from Poland.

## Participant profile:

- aged 18-25 years old (participation of people younger than 18 is not allowed, in justified cases we can consider older),
- speaks English at communicative level (B1/B2),
- motivated to develop his/her competencies (in an international environment to strengthen their skills in communication, teamwork, problem-solving, and presentation),
- motivated to take an active part in the workshops,
- with willingness and possibility to participate in trainings both in Poland and in Spain,
- first experience in working with young people (as NGO worker, teacher, tutor, volunteer or member of a student organization, scientific club or school/university government etc.),
- interested in the empowering young people in the labour market.



# About the hosting organization

## LEVEL UP Association

The LEVEL UP was founded in 2019, on the initiative of young people who, through social projects, want to improve the quality of life of the local community, build a new model of non-formal education and support young people in becoming socially and professionally active. The mission of our non-profit organisation is to infect people with good energy every day and encourage them to take social initiatives in their surroundings. We focus on continuous development and unusual methods of work. We believe that through cooperation and trust, we can change many lives and make sure that one day we wake up in a better world where no one feels excluded.



[levelupngo.com](http://levelupngo.com)


# Other organizations involved

Spain	Czech Republic	Netherlands	Italy
Associació Cultura Creativa	EUROTEAM CZECH REPUBLIC, z.s.	INTERNATIONALE ARBEIDSVERENIGING	Gramigna OdV
<a href="https://associacioculturacreativa.org/">https://associacioculturacreativa.org/</a>	<a href="http://euroteam-cz.webnode.cz">euroteam-cz.webnode.cz</a>	<a href="http://www.ilabour.eu">www.ilabour.eu</a>	<a href="http://lentamente.wixsite.com">lentamente.wixsite.com</a>
 ASSOCIACIÓ CULTURA CREATIVA	 EUROTEAM CZECH REPUBLIC	 ILA	 gramigna associazione



Host of the second mobility

# Other organizations involved

Lithuania	Georgia	Germany
Mano Europa	Student Youth Council	Jugendvision e.V.
<a href="http://www.manoeuropa.org">www.manoeuropa.org</a>	<a href="http://www.syc.ge">www.syc.ge</a>	<a href="http://www.jugendvision.com">www.jugendvision.com</a>
 MANO EUROPA		 Jugendvision e.V.

# Travel costs part 1

Training course  
in Poland

Country	Standard travel (combined plane and buses and/or trains)	Eco travel (with bus and/or train, planes are not allowed)
Poland		up to <b>100 €</b>
Czech Republic		up to <b>210 €</b>
Netherlands		up to <b>320 €</b>
Italy	up to <b>275 €</b>	
Lithuania		up to <b>210 €</b>
Spain	up to <b>360 €</b>	
Georgia	up to <b>360 €</b>	
Germany		up to <b>320 €</b>

Participants from the Czech Republic, Netherlands, Lithuania and Germany should use eco travel, not covering planes.



# Travel costs part 2

Participants will be obligated to buy tickets prior to the training course in Poland **till the 29.02.2024**.

Money will be reimbursed by the LEVEL UP Association once each TC is completed based on the invoices and ticket proofs send by post or via email (only electronic tickets, not scan).

Remember to keep all the tickets! If you don't provide original tickets, LEVEL UP has a right to refuse to give you full reimbursement. We don't accept screenshots, only original electronic tickets in pdf or good-quality scans. Allowed is using most economical means of transport you will find (2nd class, no taxis or private cars). Before you will buy the tickets, please contact the LEVEL UP association to confirm the travel plan and costs.

**Important! ONLY direct travel costs are refundable - transport tickets. Refunds for hotels, meals, additionally paid seats, insurance (including travel insurance), or fines are not allowed.**

If any doubts regarding travel or other training matters, please contact us:

Marika Prucnal - [marika.prucnal@levelupngo.com](mailto:marika.prucnal@levelupngo.com)

Lena Fus - [office@levelupngo.com](mailto:office@levelupngo.com)



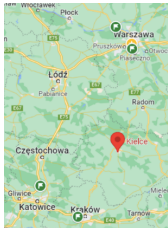
# Travelling to Kielce



We will provide transport from Kielce to Święta Katarzyna. You need to reach Kielce. The easiest way to do that is taking plane to Cracow Balice (130 km to Kielce), Katowice Pyrzowice (148 km) Warsaw Chopin Airport (170 km) or Warsaw Modlin (224 km). In the picture the airport are pointed out with a green flag and meeting point with a red pin.

From each airport you can come to Kielce by bus or train. From Warsaw (Chopin and Modlin) there's direct Flixbus or you can go to train station in Warsaw East, West or Służewiec. From Pyrzowice and Balice you need to take transfer bus to city center of Kraków or Katowice and from there, you can take direct bus or train - during the day they are approx. once for 2-3 hours, 1-2h from Cracow and Warsaw.

If you have eco transport, the easiest way is to find buses/trains to Warsaw or Cracow - from these cities there is plenty of direct transportations to Kielce.



# Where you can find your transport?

Trains and buses: <https://en.e-podroznik.pl/>

Trains in Poland: <https://www.pkp.pl/en/>

Flixbus: <https://www.flixbus.co.uk/>

You should buy tickets online. For trains, it is possible to buy it inside the train from the staff, but it's much more expensive. You can do it also in a ticket office, but it's not recommended if you do not have much time as the queues are long.

Regarding the buses it's risky not buying it online, because seats number is limited and just before a bus' leave it's risky. Also, it is not always possible to buy tickets from a driver.





# Accommodation

The training will take place in the hotel called Jodełka in Święta Katarzyna, small town in the Świętokrzyskie Mountains, about 20 km from Kielce (address: st. Kielecka 3, Święta Katarzyna). Accomodation in 2-3 people in room, with full board (breakfast, lunch, dinner, coffee breaks).



# Participants' contribution before/during/after TC

Before the mobility and after closing participants' selection, we will organize a meeting to get to know each other better.

Participants should take part in the whole mobility, arriving on 22th of April and leaving on 30th of April. In justified cases, departure a day earlier/arrival a day later is possible, only after prior arrangement with the coordinator.

For the mobility in Poland we are asking about bringing a mug from your city/country (new one). It will be used for one game :)

After the first mobility, participants are obligated to organize a dissemination event for at least 10 meeting participants per 1 person participating in the training (overall at least 30 per country). Dissemination plan will be discussed in details during the mobility.

After training in Spain, participants will prepare a plan of youth activation in their organizations embracing actions for 6 months after the mobility.



# Participants costs

Organisers WILL NOT provide participants with travel/ health insurance. Each participant is responsible for purchasing her/his own travel insurance for the time of his/her stay in Poland and in Spain. Medical insurance is obligatory for all participants and team leaders. EU residents staying in Poland temporarily are eligible for free treatment in local government hospitals, health centres and clinics with the European Health Insurance Card (EHIC). You'll need to apply for this card in your home country and it's recommended to carry it with you at all times.

The organisers are also NOT RESPONSIBLE for any costs related to a possibly needed visa to travel to Poland. It is entirely the participants' responsibility to be aware of and arrange all such matters. Food and accommodation are fully covered by the LEVEL UP organization for the first training and Cultura Creativa for second with the support of the European Commission's Erasmus+ Programme.



# Useful information - Poland

## **Currency:**

The local currency used is the Zloty (PLN), 1 euro = 4,35 PLN (it may be changed before the TC) and you can find currency exchange at local banks (machines and at the teller) and exchange office in major tourist areas as well as the airport.

Credit cards like VISA, MasterCard and American Express are widely accepted

## **The weather:**

The weather in April is rather rainy and chilly, but some warmer days can happen.

Please, be prepared for different weather - take raincoat and spare shoes.

## **Public transport/trains:**

While travelling by train you can buy the tickets at the station in the ticket office or in the machines that are placed at the station, although we recommend purchasing the tickets online. You can also get them on the train but you have to pay extra

Travelling by bus is really easy and quite cheap - you can check all the connections around the city on google maps as well, it shows it really well


# What should I bring

- positive vibes 😊
- passport/ID card,
- visa ( if required),
- towels and cosmetics,
- medicines, pills,
- original boarding passes/tickets/ invoices,
- laptop or tablet (if possible),
- comfortable shoes and clothes,
- board/card games,
- great ideas,
- things for the cultural night (food, flags, everything connected to your country)
- coffee/tea mug (for the mobility in Poland)\*



\*Each participant is asked to buy a tea/coffee mug. You can bring some mugs/cups typical for your country or region. The mug needs to be clean and new. The mugs will be distributed during the first TC. The rules of the game will be explained on the first day. The mug needs to be wrapped, others should not see what the mug looks like. Please bring it to first session.





**Can't wait  
to see you!**