



TRAINING COURSE

Developing Cultural Competency

16TH-23RD DECEMBER 2016, WALES, UNITED KINGDOM



Information Pack for Participants

INFORMATION FOR PARTICIPANTS

This document contains some practical information about the training course and your arrival.

GENERAL INFORMATION ABOUT THE COURSE

Developing Cultural Competency is a short training course funded by the Erasmus + programme that support those engaged in both formal and non-formal education projects at the international level. It supports participants to develop working praxis (intergration if theory and practice) for this type of work.

The course sets out to support participants to develop the tools for inter-cultural learning, understand how to develop empathy and how to be effective in cross-cultural communication. We believe having these skills is what is needed to be an active European Citizen. The course will look at cultural learning from a variety of view points, National Identity, Religion, Ethnicity, Multiculturalism, historical, shared Ideologies, ethics and philosophies. The course wants to share about the rights and opportunities European citizens have and explore the benefits of further international cooperations and relations.

Set amongst one of the oldest cultures in Europe (Wales), this project will be based at the Urdd center in Bala. As well as engaging within the topic of culture from their own realities, participants will learn how the Welsh culture has maintained it survival while also allowing for the inclusion of other cultures and nations within the nation.

By the end of the course participants will be able to:

- Understand how to dissect and develop empathy for others cultures
- Learn the skills of cross-cultural communication
- Develop a basic understanding of the different faiths and beliefs in Europe and what there practices are
- Explore the concept of being an active citizen and what this means at the level of the EU
- Learn how to develop further partnerships within Europe and acquire funding to develop project sponsorship opportunities for mobility
- Understand how diversity and multiculturalism has a positive effect for the continent
- Explore national identity and race
- Develop a higher sense of empathy
- Gain an overview of the history of Europe and it's journey towards the Union

This course is highly interactive and based on experiential learning. It focuses on topics such as: the Developmental Model of Intercultural Sensitivity developed by Dr. Milton Bennett, cultural identity, intercultural conflict management, intercultural communication.

PARTICIPANT'S PROFILE:

This project is open for a range of participants from across all sectors, however the ideal candidate are youth workers, leaders and those who will continue to be active at the European level and can be multipliers of the project. The project is also suitable for those looking to engage in a longer-term international project, whether that be taking on EVS, studying on an Erasmus scholarship or moving to work within another country within Europe.

PROJECT TEAM:

SEBASTIAN GRACA DA SILVA -Trainer

Sebastian has 15 years experience in the youth and community sector, not only in the UK, but also working in Kyrgyzstan, Indonesia and The Gambia. He has also worked in the cultural relations sector as a project manager for the British Council developing cross-curricular education projects with Africa, Asia and South America.

Now specialising in international youth projects Sebastian has developed and delivered trainings course across Europe and Asia for numerous organisations working in the sector.

Sebastian has project managed a number of large-scale projects for international clients such as the Welsh Government, UNICEF and the European Commission. Trained at De Montfort University, his passions are for Conflict Management, Citizenship, Philosophy and the international dimension of Non-Formal Education.

ANDREEA IOSUB -Trainer

Andreea's educational background is in Management, Human Resources and Communication. She has been working in the NGO sector for over 10 years. She has been involved, as manager, consultant and trainer, in more than 15 international projects across Europe and Asia. This gave her the opportunity to put into practice intercultural communication strategies and to have a very hands-on approach for effective international team-work.

She runs her own company since 2012, driven by innovation and the belief we can all inspire a better future. She provides project management consultancy services and develops innovative educational programs for durable development and positive change for individuals, organisations and communities.

AINI GRACA DA SILVA - Project Manager

Aini has a Bachelor degree in Economics and a Masters in Multimedia Computing for ecommerce. She has extensive work experience in various business industries and the charity sector, whilst running her online web business.

Aini co-founded Act Global CIC in the UK in 2011 and has been managing mainly the logistical side of all Act Global's projects with partners across the globe. She has been living in Bali running her business; writing projects, planning logistics, maintaining the administration of Act Global UK and Bali, while occasionally travelling back to Europe to run projects.

CONSORTIUM PARTNERS:

To deliver this project we work with partner organizations from across Europe who support us in each of the countries to identify those that would benefit the most from this project. On this course the partner organizations are.

1. ACT GLOBAL CIC (UK)
2. ASOCIATIA ADDO (Romania)
3. SEIKLEJATE VENNASKOND (Estonia)
4. AJ INTERCAMBIA (Spain)
5. AUTONOMIA E DESCOBERTA, CRL (Portugal)
6. HELLENIC YOUTH PARTICIPATION (Greece)
7. THE EXCHANGEABLES (Netherlands)
8. INPRO (Poland)
9. FEKETE SEREG IFJÚSÁGI EGYESULET (Hungary)
10. Pan - European Alliance Skopje (FYRoMacedonia)

INTERCULTURAL EVENING

Being an international project we want the course to also be an opportunity to celebrate the diversity of the nations represented. As well as being a bit of fun, the intercultural evenings serves as an opportunity for us all to teach and learn about other nations and develop our intercultural learning skills.

Each partner will have the opportunity to share/present something about his/her own culture with the others in a maximum of 10 minutes. We would like to provide some hints about the ways you could do that.

1. You are welcome to bring "gastronomic" specialties from your region or country: food/snacks (**please note that there will be no time and possibility to cook**) and drinks for this evening.
2. You may bring a map, posters, postcards and leaflets to give a picture of the place you are coming from.
3. You may bring music that you want to play during the intercultural and other evenings.
4. You may bring a short tongue twister in your own language and teach it to the rest of the group. If you cannot find a good one you may use something else (a funny song, a dance, etc.).
5. You may read a typical story for children in your own language for max. 1-2 min. and explain why that story is special for your country/culture.
6. You may create a short quiz about your own country/culture and play it with/for the others. They might win something for a good answer... 😊

Please feel free to use any of these ideas or present something even more creative... It's time to turn your ideas into action!

THE VENUE



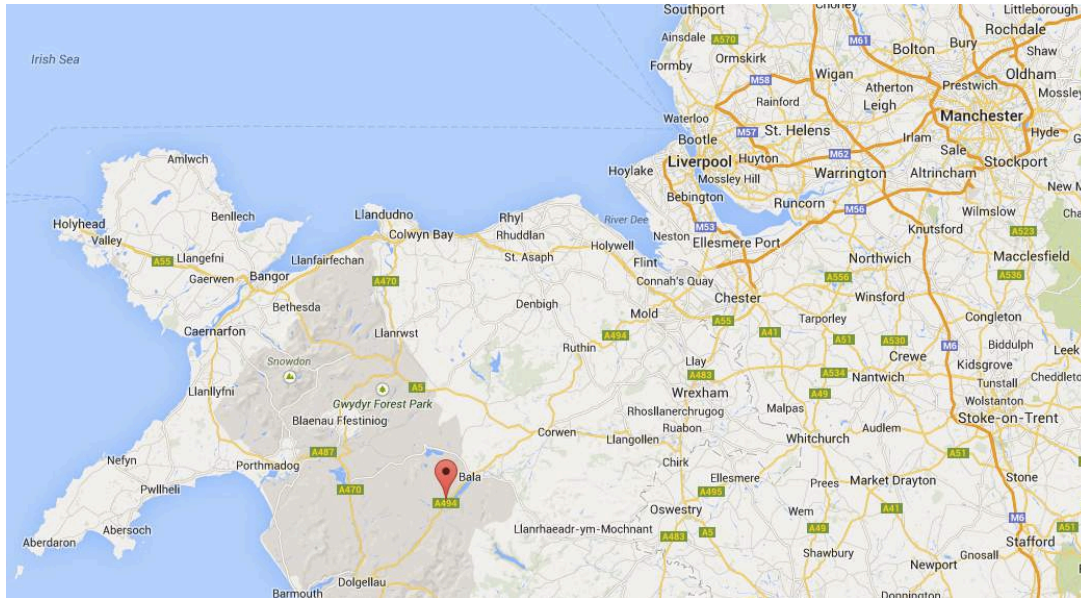
The venue for this training course is Gwersyll yr Urdd Glan-Ilyn, which is a multi-activity residential centre. The Gwersyll is situated on the banks of Llyn Tegid near Bala, about a mile from the village of Llanuwchllyn in the shadow of the Aran, and within Snowdonia National Park.

You will be sharing the room with another 1-3 participants of the same gender. All bedrooms are ensuite. Blankets and bedsheets are provided but you **must bring your own towels and personal hygiene supplies (shower gel, shampoo etc).**

The venue website is: <http://www.urdd.org/en/glan-llyn/home>

Urdd Glan-Ilyn Centre
Llanuwchllyn
Bala, Gwynedd, Wales LL23 7ST
Tel: +44 (0)1678 541000
Glan-Ilyn@urdd.org

VENUE LOCATION MAP: <https://goo.gl/maps/dFH9J>



HOW TO GET THERE

The closest airport is Manchester International Airport. Due to the venue being in a rural area and difficult to reach by public transport, we will provide group pick-up by bus from Manchester so will need your cooperation to arrive in the airport either by **12pm noon** or **6pm** so please find your flights accordingly and confirm with us before you buy the ticket. If you can only fly to London (or if flights to London are cheaper than Manchester), you can also take a cheap coach to Manchester airport. Visit nationalexpress.co.uk or megabus.com to get prices. The bus from London to Manchester will take about 5 hours. We will be a bit more flexible with dropping off time from the venue to Manchester airport but it will be also twice a day (morning and afternoon). Please also take into consideration the times of getting your flight back in time. So for example if you need to go back to London, then you need to plan to be dropped in Manchester, in time to get a connecting bus to London, leaving yourself enough time to get to the airport there. It could be that you might need to come a day earlier or leave a day later. We cannot cover this cost, but we can advise you on finding cheap accommodation.

We have included €30 for the return airport transfer from your total travel costs so you will see the maximum reimbursement is the net you can claim to us. Please do not book the flight before confirming your travel details with us, otherwise we might not be able to give you your reimbursement.

CURRENCY

The domestic currency is the GBP (British Pounds), which is about 0.75 to the Euro. In the UK, most places will accept Visa and Master Card debit and credit card. You can also take cash from the cash machines (ATM) all over the UK, but please check with your bank to confirm if you are able to do that.

WEATHER

The weather in Wales and UK in general is quite cold during this period and the location is very rural. Please pack for cold weather and rain, as the weather in Wales can often be unpredictable in some areas. **THIS COURSE IS HAPPENING IN DECEMBER, SO PLEASE PACK WARM CLOTHES.**

The venue we are staying also provides a lot of opportunities for us to do some outdoor activities, so please bring appropriate clothes/boots that can get muddy, if you want to participate in the activities.

ELECTRICITY

UK has a different plug adaptor than the rest of Europe, so please don't forget to bring a plug adaptor which looks like this if you have any electronics you want to charge on site.



PHONE AND INTERNET

The venue is in a rural area and has limited coverage for mobile phone signal, so if there is any emergency you can use the landline to contact the venue. There is also a **very limited** wireless internet in the public area, the speed might be very slow in comparison to your normal internet in your country. **Please be prepared that you won't get a proper internet access for the whole week program.**

FINANCIAL INFO

The project has been financed by the Erasmus+ programme, so there is no participation fee. The costs related to accommodation and food will be completely covered by the hosting organisation. Travel tickets are refundable for the participants who attend the whole program and subject to giving the organiser all the return travel tickets and boarding passes. Maximum reimbursement per participant from each country is up to as follows:

Country	Max. Reimbursement (Euro) per person
UK (Hastings)	150
Romania (Bacau)	350
Estonia (Tartu)	245
Greece (Athens)	330
Netherlands (Rotterdam)	245
Portugal (Beja)	245
Spain (Malaga)	245
FYRoMacedonia (Skopje)	330 (+ visa up to Eur.150)
Hungary (Nagyvázsony)	245
Poland (Rzeszow)	245

We encourage participants to buy all the tickets online and always make online check-in where possible. This will speed up the reimbursement process and is more environmentally friendly. All tickets should be sent before the project to aini@act-global.org

Participants are expected to arrive/depart **on the project dates (arrival 16th and departure 23rd Dec 2016)**. There is the possibility for you to extend your stay up to 2 days before or after the project dates if desired, however we will not cover any accommodation/meals on your extension and you will have to inform us in advance if there is any change on the dates of your arrival/departure location, as this requires approval from our National Agency. You need to provide a valid reason for the extension and wait to get the approval before getting your tickets. Failure to do this could result in Act Global not being able to reimburse your travel tickets.

REIMBURSEMENTS

Reimbursement of travel costs can be done as soon as we have all original documents from you. This will be done through bank transfer. We prefer to make one reimbursement per country. We will have a printer available at the project location to print boarding passes.

DOCUMENTS WE NEED FOR REIMBURSEMENT:

- Original invoice of the flight ticket, it should be in English and amounts in Euros (if possible). Please book your tickets in travel site where you can get the documents in English and in Latin alphabet. This should show your name, routes / dates / time and price
- Boarding passes (very important) from your journey to the UK and from your journey back (electronic versions – make online check-in)
- Flight tickets with travel times (English & Latin alphabet), showing your name and routes / dates / time and price
- Bus/train tickets
- We will need some statement if you travelled by uncommon routes (if not on the city of your sending organisation).
- If luggage is not included in plane tickets, try to add it right away while buying the tickets online
- Use of taxi / personal car will not be reimbursed
- The scanned and signed reimbursement form with the scanned receipt.

Please note this process may take a while so we might not be able to reimburse you at the venue. So if possible, please always try to get all tickets and boarding passes in electronic format and send it to us before you go.

INSURANCE

Participants **MUST** arrange their own travel insurance. If you are EU resident, you can use the free European Health Insurance Card (EHIC). For more information, please check: ec.europa.eu/social/main.jsp?catId=509&langId=en.

Please note that citizens from outside the EU will not be eligible for EHIC and must take private insurance, which is not reimbursable by the project.

Please kindly provide us with the details of your insurance at least a week before the project starts.



Co-funded by the
Erasmus+ Programme
of the European Union



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DIETARY/SPECIAL REQUIREMENTS

Please inform us ASAP if you have any dietary requirements or special dietary requests. If you have any allergies, please also let us know and don't forget to bring your own medicines.

ERASMUS PLUS

This training course is funded by the Erasmus Plus Program under Key Action 1 – Learning Mobility of Individuals. If you would like to find out more about possible opportunities please follow the bellow link. ec.europa.eu/youth or www.eurodesk.org/edesk

SOCIAL MEDIA

We are on Facebook and Twitter and will update our activities on social media. We have set up a Facebook group at <https://www.facebook.com/groups/1250907014927134/> - so if you're not in the group yet, please let us know (email actglobal.culture@gmail.com) and we will add you in. There we can share all the resources, links to interesting websites, stories and photos of the activities.

YOUR UK CONTACT

Should you have any further questions, comments or requests, please contact Act Global team by email actglobal.culture@gmail.com or on the mobile +44 746 220 2005. We will also be happy to help you with your travel questions and any emergency requirements.

ABOUT ACT GLOBAL

Act Global is a not for profit organisation that offers professional development through training courses, consultancy, seminars and cultural experiences.

Our organisation aims to educate about the issues of the world such as poverty, cultural dialogue and inequality. To achieve these goals, we develop and deliver international projects for young people and organisations working with young people, while also working with NGOs, businesses, government bodies and other funders. We also provide consultancy services to any size organisation worldwide that support the youth and community sector.

Website: www.act-global.org

Facebook: www.facebook.com/ActGlobalCIC

Twitter: [@actglobalcic](https://twitter.com/actglobalcic)

Instagram: www.instagram.com/Act_Global