**Project Information Pack**

**Youth Employability Through Arts and Crafts**

**Project Number 2021-1-BG01-KA210-YOU-033854**

Draft Agenda (14th -18th November 2022)

Arrival 13th and Departure 19th

**School Location**

Necip Fazil Kisakurek Mesleki ve Teknik Anadolu Lisesi, Zafer Mh. Baki Sk. No 3 Bahcelievler/Istanbul/Turkiye

Location of training: <https://goo.gl/maps/D45kWcvuSR8ZDpR47>

Project Name Youth Employability Through Arts and Crafts

Dates: 14th -18th November 2022

Travel day Arrival 13th and Departure 19th

Location: Istanbul, Turkey

Participating countries: Bulgaria, France, Poland, Romania, and Turkey

Age: Ideally 21 + (working as youth workers or in a youth work setting)

Participant Numbers:

 Bulgaria 4

 France 4

Poland 4

 Romania 4

 Turkey 4

**Welcome and Overview**

This information guide will help you prepare for the Erasmus+ Youth, Erasmus+ KA1 Youth Employability Through Arts and Crafts Project

**Project Summary**

This Erasmus+ Youth Employability Through Arts and Crafts Course Project seeks to undertake a series of activities that will support the employability of young people through culture, arts and crafts. This training activity in Istanbul will involve 20 youth workers (YWs), who are actively working with young people (YP) to develop their skills and experiences around the use of art and crafts has an engagers to tackle the employability needs of YP.

The project will equip our YWs with skills with art cultural experiences around tackling the employment / educational needs of YP from partner countries. This will then enable our YWs to develop innovative activities to use with YP in their home institutions. to tackle the problems YP face like poor skills, low qualifications. poor employment chances as well as social inclusion. The project will provide YWs from partner countries to come together in Galati in Romania on an intensive training course. lasting 5 days, it will include workshops, practical activities and direct support to our YWs need to be prepared to deliver training sessions that use arts/culture to engage YP, support their employability and inclusion:

**The reason for this project includes:**

1) Equipping YWs with new skills and experiences

2) Allow YWs to exchange experiences with others working across similar issues

3) Provide examples of best practice around art /crafts, and employability training that can adapt in their countries - thereby creating a project compendium of ideas, lessons and events that can be shared with other YWs and youth organizations.

4) Leading to a better understanding of the use of art and culture as an engager to support and sustain YP into the labour market

5) Facilitate peering learning with YWs

6) Provide our YWs with the experiences to work with YP in an art and crafts setting that focuses on working with YP with Galati

7) Developing and testing resources that can be used in partner countries

The courses main aim is to develop competences of youth workers in using arts and crafts to promote the informal learning and support young people’s employability. Additionally, the project will indirectly lead to increased transversal skills of youth workers and young people, as the tools they will be taught can be used in formal education and labor market.

**Day to Day project working**

To really get the most out of your training course we will always start early! After socializing we will start at 9:30am in the morning with energizers! Each day we'll have two main activity sessions that will be based on non-formal education and learning by doing. They will all be targeted to intercultural exchange, socializing, having fun and, of course, our main project's topic – using culture and creativity to help the youth leaders and young people.

We'll all go to lunch and dinner together and have coffee breaks during the day. If the weather is good, we'll be doing some of the activities outside so that you could enjoy it to the fullest. Naturally, we’ll leave free time for you to relax in the city. In the evenings we'll have cultural nights (each country has to prepare for that).

**Host Partner – Overview**

Necip Fazıl Kısakürek Vocational schooll was founded in 1990. In 2013, it was turned into a vocational and technical high school. Now, it has 71 teachers and 1037 students. It comprises ICT, Electric Electronics, Mapping and Land registry and Chemistry departments. The school aims to grow individuals who are capable of meeting the needs of industrial sectors and cooperates with both large and small companies in the private sector. The students undergo training in these companies three days a week in their final year of study. The school provides a 4-year vocational education. The first year is a preparatory class. The school guidance service provides career counselling to the students. Then, the students choose their branch and continue their education in that branch. Increasing the School is dealing with young people that are from poor backgrounds and that are facing increased levels of social and economic disadvantage that is leading to

increased early school leaving.

**Other project partners:**

* Association of Young People in Ruse, Ruse Bulgaria

Association of Ruse in help of society and young people/RAPO is an organization that seeks to help Young people with fewer opportunities and Adults in their development by using non-formal educational methods and tools. The organization was established in 2014 and has realized local and international projects in the field of youth, sports and education.

* Fundacja Cooperacja, Lezsno, Poland

We are a young organisation, but our team is experienced in developing many local and international projects. Our latest activity was concentrated on our local society, especially people in danger of social exclusion, as well as NEET youth. Our aim was to introduce the culture to them and bring it closer,

* The Heart of a Child Foundation was established in 1996 by a group of volunteers from Galați who decided to help the children in need. Our mission is to provide a better life for children in Romania. Today, the foundation has 23 employees and 50 monthly volunteers. Our projects aim at:

Children right to fulfill their education.

Preventing school dropout and keeping children together with their families.

Reducing poverty, increasing the quality of life for children and their families.

A much more involved community

* Paragraf International

PARAGRAF International was promoter, organizer or sending organisation of several European actions in France and around Europe. Youth Exchange Back 2 Basics – Active Citizens Europe – Training Course Youth Are the Voice, also in 2020 we will start to manage a KA2 on good practices « Teacherways »…PARAGRAF International activities are mostly based on non-formal methods. Through our members we organized different kind of seminars, trainings, exchanges, summer camps, etc... Full of games and energizers…We use this non-formal method while our activities, which makes the learning process easier and much more interesting to the youth.

**Turkey and Istanbul Overview**

Istanbul is Europe’s largest and most exotic city. Remnants of the Roman, Byzantine and Ottoman empires lie on top of each other in a city where centuries-old mosques, bazaars and hamams are interspersed with electric trams and air-conditioned shopping malls.

Hotly fought over for centuries by various invading forces, it’s the only city in the world that has been the capital of both a Christian and an Islamic empire.

Here, where the Black Sea blends into the Aegean, East and West mingle and merge in the cultural melting pot of Turkey’s largest metropolis. There are busy oriental bazaars, towering malls and designer-fashion boutiques; trad­itional kebab shops and meyhanes (meze and fish taverns) sit alongside chic bars and nightclubs; offices and hotels alternate with Ottoman minarets along the city’s skyline

[Dialing code](https://www.google.co.uk/search?espv=2&biw=1280&bih=915&q=turkey+dialing+code&stick=H4sIAAAAAAAAAGOovnz8BQMDgwEHnxCnfq6-gWFVXnK8lmJ2spV-Tn5yYklmfp5-cn5pXklRpVVKZmJOZl66QnJ-Surk0I3OWt57WF4EmZ0MOeK52Kfsy1wAjgAvyU0AAAA&sa=X&ved=0CJ8BEOgTKAAwGGoVChMI1Pib1qCFxwIVARbbCh0nPgKc):  +90

[Currency](https://www.google.co.uk/search?espv=2&biw=1280&bih=915&q=turkey+currency&stick=H4sIAAAAAAAAAGOovnz8BQMDgw4HnxCnfq6-gWFVXnK8lmx2spV-Tn5yYklmfp5-cn5pXklRpVVyaVFRal5yZXSty0r2rDOrjWwrWasMwxpOlbKuAQBWpw13SQAAAA&sa=X&ved=0CKIBEOgTKAAwGWoVChMI1Pib1qCFxwIVARbbCh0nPgKc):  Turkish Lira

[President](https://www.google.co.uk/search?espv=2&biw=1280&bih=915&q=turkey+president&stick=H4sIAAAAAAAAAGOovnz8BQMDgyMHnxCnfq6-gWFVXnK8llF2spV-en5ZalFebmpeCRIzMSc-q7QoszglM7kkMz_PqqAotTgzBSjhPvv5hntLHYyfnH6-893F32mfvYSnAQAyXCHiXgAAAA&sa=X&ved=0CKUBEOgTKAAwGmoVChMI1Pib1qCFxwIVARbbCh0nPgKc):  Recep Tayyip Erdoğan

[Official language](https://www.google.co.uk/search?espv=2&biw=1280&bih=915&q=turkey+official+language&stick=H4sIAAAAAAAAAGOovnz8BQMDgw4HnxCnfq6-gWFVXnK8lmx2spV-Tn5yYklmfp5-cn5pXklRpVVOYl56aWJ6amD0N7WcsOmMhlxmLSuORUvuEE-_DwBA6kehSQAAAA&sa=X&ved=0CKkBEOgTKAAwG2oVChMI1Pib1qCFxwIVARbbCh0nPgKc): Turkish

Capital: Ankara

**Safety**

Be vigilant, monitor media reports and keep up to date with the latest travel advice provided by your countries Foreign Office, this is of particularly importance give the current situation along the Syrian Border and other disruptions. Whilst in Istanbul our host will provide a safety briefing on things to do to keep safe

When travelling overseas it is important to take out travel insurance. An emergency abroad can be extremely expensive. For this reason, all participants are required to purchase their own travel insurance. The participant will have to cover their own medical and other travel costs if unfortunately, things go wrong

Dress code during the project is informal, but when entering places of worship participants must ensure that legs, arms and heads are covered. Evenings can be cold so do bring a warm jacket

### **Visas**

Only some participants may require a visa, please check and ensure that you have a visa in place if needed. Support is available for the purchase a visa but needs to be fully documented in order that costs can be reimbursed. Visas should only be purchased from the following website - **https://www.evisa.gov.tr/tr/**

**Transport**

Istanbul has two international airports: **Istanbul Airport (IST) and Istanbul Sabiha Gökçen Airport (SAW)**.

At the airport you have 3 options:

* Use a official taxi from the airport – cost to hotel should be no more that 300-400Turkish Lira
* Use the local airport bus to Taxim - <https://www.hava.ist/en/>
* Ask host partner to organize a transfer 60 euros for 4 people each way

To ensure that we can support your travel requirements please let us know your flight and your preferred transfer option:

* this reason you will need to provide in advance
	1. **Flight Number**
	2. **Arrival date and Time**
	3. **Airport Location**
	4. **The Number in your group**

**Venue: Istanbul, Turkey :**

All our training activities will be held at:

Necip Fazil Kisakurek Mesleki ve Teknik Anadolu Lisesi, Zafer Mh. Baki Sk. No 3 Bahcelievler/Istanbul/Turkiye

<https://goo.gl/maps/D45kWcvuSR8ZDpR47>

**A transfer service will be provided from hotel to the training venue each day**

**City Highlights**

**Museums**

* The Blue Mosque.
* The Hagia Sophia.
* Sultanahmet Square.
* Galata Tower.
* Grand Bazaar.
* Taksim
* Dolmabahçe Palace.
* Ortakoy

**Accommodation**

Please note that all accommodation will be on a shared basis, with participants sharing rooms

HOTEL: Mecidiyeköy Time Hotel

<http://time-hotel-mecidiyekoy.hotel-istanbul.net/en/#main>

Address Gülbahar Mh. Oğuz Sk. No:7 Şişli, Sisli, Istanbul

 +902122727277

Breakfast served: At hotel

Lunch: At school or local restaurants

Evening meals: Expenses provided to groups

Wifi: Free Wifi

**Rooms:** Will be on a shared basis. Please ensure that you group is prepared to share a room (this should be based on same gender basis)

**WiFi** internet connection will be supplied (however, may have poor connection in some areas).

***We strongly recommend each participant to inform the ORGANIZERS about any special dietary needs in advance.***

**Travel costs payments**

Please note that travel costs will be reimbursed on the basis of original tickets, boarding passes and invoices/receipts for travel. Only direct travel from place of residence to Istanbul will be considered (no stop-over’s exceeding 12 hours, without prior permission from the organiser).

Only cheapest/economy class travel will be reimbursed, public transport only. All documents in languages other than English must be translated.

Only actual expenditure/tickets will be reimbursed – no pre-payment for tickets not purchased.

|  |  |  |  |
| --- | --- | --- | --- |
| **Country** | **Participant** **Numbers** | **Distance in KM** | **Maximum reimbursement in € of up to based on actual flights costs**  |
| Bulgaria  | 4 | 100-499 | 180 per person (full breakdown of cost is required)Green Travel  |
| Poland | 4 | 500-1999 | 275 per person (full breakdown of cost is required) |
| Turkey | 4 | 0 | 0 |
| Romania  | 4 | 100-499 | 210 per person (full breakdown of cost is required) / Green Travel  |
| France  | 4 | 2000-2999 | 360 per person (full breakdown of cost is required) |

We will reimburse the travel expenses after the course, in accordance with the Erasmus+ framework. **In order to make the reimbursement, it is compulsory that you have all the necessary documents with you.** If your travel costs exceed the official limits, the reimbursement will be limited to the maximum amount of travel costs allocated for each country. If you fail to provide all the necessary travel documents, we will be unable to reimburse you. For plane travel, the original documents that we need are:

**(1) E-ticket; (2) Invoice; (3) Proof of payment or receipt; (4) Boarding passes (5) Visa costs if appropriate (Turkey only)**

**Cultural Evening and Presentation around your country and your organization**

Each of the participating countries should (for the mobility of youth workers):

* Ensure all participants **complete** the course **application form, see link**
	+ <https://nam12.safelinks.protection.outlook.com/?url=https%3A%2F%2Fdocs.google.com%2Fforms%2Fd%2F1WpEo8xxHYTJoYWy5PKsoeHzHdTcCS13WCNC1SCMF45c%2Fviewform%3Fchromeless%3D1%26edit_requested%3Dtrue&amp;data=05%7C01%7C%7C6f29dcdb81424485a59208daa833e826%7C84df9e7fe9f640afb435aaaaaaaaaaaa%7C1%7C0%7C638007238135002590%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C3000%7C%7C%7C&amp;sdata=cGemnQnmv9tDYiVLBX%2BnqaYj4eFU3JNT%2BfmKIvAX64c%3D&amp;reserved=0>
* Bring all your **travel documents** as presented above.
* Prepare a **presentation about the sending organization** (initiatives they have previously participated in, non-formal learning methods used, etc.). We want to get to know each other, to find out how people work with youth in other countries, and maybe to cooperate in the future.
* Prepare a **presentation on youth culture and creativity** in their country.
* Find **interesting videos / icebreakers/ games / exercises / educational activities on creativity, making things and doing things together as you will be asked to present.**
* Prepare **energisers** that could be done in the morning.
* Prepare for your **country’s cultural evening**. Please, try to be fun and creative for this! No one likes regular PowerPoint presentations! Any kind of activities are welcome (e.g. video presentations, dances, songs, games, quizzes, posters, flyers etc.). Don’t forget to **bring your national drinks, dishes or snacks** to share with others. Also, please **prepare a mini (and, of course, fun) language course** for the others. We count on you to make these evenings as interactive and fun as possible.
* The weather in warm and mild in Galati. However, check the weather forecast before arrival and **bring adequate clothes**. Please also **bring clothing and shoes that can be used for strenuous activities** (such as dancing/walking).
* Bring good spirit, joy and happiness!!!
* Join our Facebook page at **https://www.facebook.com/groups/458953996211610/?ref=share**

**Activity Plan**

Please see below the project activity plan, all participants will be asked to:

* **Complete** the course **application form**
* Showcase a traditional art form from their countries, this could be dance, painting, jewelry making as we want participants to teach other new skills each country will have a 1.5 to 2-hour session to showcase and train other YW on their traditional craft
* Please bring a presentation of your NGO, (10-15 mins Each), particularly around the work you do with YP and the creative side of your work
* Bring something that can be showcased during cultural evening (food, dance, music, etc.)
* Ensure all participants have completed an application form and that you supply all participant details to the host partner

**Basic Rules**

* All the participants will be expected to be present and active in all the activities, unless being ill.
* Unauthorized absence from the activities and workshops won’t be tolerated.
* Smoking is prohibited everywhere inside buildings, thus all the smokers will have to go outside or to specially designated areas for a cigarette.
* Stress, nerves and bad mood is prohibited everywhere.
* Bring your best mood and big smile with you and keep it through the course!
* Prepare for fun! Those who fail to do that will be expelled from the course☺

**Emergency Contact**

Abdul Qadir 00 44 77392 85823 aqadir@hotmail.com

Mustafa Demir 00 90 505 369 63 46 mkderirer@yahoo.com

**Website Links**

Check the following websites to get to know more about the lovely city of Istanbul:

* <https://www.istairport.com/en?locale=en>
* <https://theistanbulinsider.com/how-to-get-an-istanbul-kart-and-is-it-worth-it/>
* <https://theistanbulinsider.com/things-to-see-and-do-in-istanbul/>

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Draft Agenda (14th -18th November 2022)

**School Location**

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| --- | --- | --- | --- | --- | --- |
| **Times:**  | **Monday 14th Nov 2022** | **Tuesday 15th Nov 2022** | **Wednesday 16th Nov 2022** | **Thursday 17th Nov 2022** | **Friday 18th Nov 2022** |
| **AM 930- 1200****Transfer from Hotel** Scheduled Coffee Break | -Welcome by principal-Overview of Project -Partner Introductions -Participant Introductions-Overview of the Training-School Tour | Examination of Youth Employability Discussions on issues-EU structures-YOUTHPASS-EUROPASS CV-Good Practice Interviews, Application Forms, CVs | Workshop 3 activity by Polish team | Workshop 5 activity by Romanian team | Evaluation of Week Summary of Learning Certificates Project Planning - Next steps  |
| **Lunch 1200-1300** | At school  | At school | At school | TBC | TBC  |
| PM 1400 -1700Scheduled Coffee Break | Workshop 1 activity by Turkish teamSoap Making Dance etc  | Workshop 2 activity by Bulgarian teamEvaluation of the DayCultural Sharing Food and Music  | Workshop 4 activity by French teamTeam Sport (Basketball)Evaluation of the Day | Cultural Activities TBC | Free afternoon  |
| **Evening**  | **Welcome Dinner** Location to be confirmed  | Free Evening  | Free Evening | Free Evening | Farewell Dinner  |