

“TRAINING OF TRAINERS: THE ART OF FACILITATION”

TRAINING COURSE

GEORGIA

NOVEMBER 18 - 26, 2014

VENUE

Bakuriani, Georgia

DATE:

Arrival: November 18, 2014

Departure: November 26, 2014

PROJECT SUMMARY:

The training course Training of Trainers: The art of facilitation, takes place from the 2nd until the 10th of January in Bakuriani, Georgia. During the training course 24 youth workers from 8 different countries will develop their skills in facilitation, program design and interpersonal conflict management. The project consists of 4 stages. In the first stage the projects will create an open and constructive atmosphere through teambuilding, the second stage consists of the participants understanding the basics of interpersonal conflict management, the third stage of learning about tools and frameworks on facilitations and the final stage lets them practice and learn from each other while leading their own sessions.

OBJECTIVES:

- To improve the facilitation skills of youth workers
- To develop a basic understanding of the topic of interpersonal project management.
- To create an awareness among the youth workers about the importance of intercultural communication within youth work and facilitation
- To improve the program design skills of youth workers

CONTENT

- Facilitation skills & Program design
- Interpersonal conflict management
- Practice sessions

CONDITIONS:

As the project seeks funding by the Erasmus + program accommodation and food will be provided by the organizers. Travel costs to the venue and back will be covered by the organizers up to a maximum amount, see below

Health insurance is not provided and will not be reimbursed by the organisers.

All participants are strongly advised to purchase private travel insurance, as costs of private health care are quite high in Georgia.

ACCOMMODATION AND FOOD

The project will be held in the mountainous city Bakuriani (3 hours driving from Tbilisi)

Hotel “White House”
Georgia, Bakuriani
Aghmashenebeli str. 80



In the hotel, two-three participants of the same sex and different nationalities will share one room. The hotel provides towels and bed linen. There are toilets and bathrooms in the rooms.

The seminar room and dining room are located in the same building. Organizers will provide participants with three times food per day and two coffee breaks.

We strongly recommend participants to inform the organisers about any special needs of participants such as dietary, vegetarian or any other kind of special needs.

WEATHER

In November in Bakuriani it is usually cold weather. Normally temperature is around 5 -10 C, but sometimes it can be colder or rainy, so please be prepared.

LOCAL CURRENCY AND EXCHANGE RATE

National currency - Georgian Lari. The exchange rate is approximately: 1 USD = 1, 75 GEL; 1 EUR = 2, 20 GEL

USEFUL INFO ABOUT BAKURIANI

<http://en.wikipedia.org/wiki/Bakuriani>

Bakuriani is a [skiing resort](#) in the [Borjomi](#) district of [Georgia](#). It is located on the northern slope of the [Trialeti Range](#), at an elevation of 1,700 meters (5,576 feet) [above sea level](#). The region around Bakuriani is covered by [coniferous](#) forests (mainly made up of [spruce](#)). The resort lies 30 km (19 mi) from [Borjomi](#) and is located within the so-called Bakuriani Depression/[caldera](#). The resort is

connected with Borjomi by an electrified narrow-gauge railway. The present-day area of the town was built up by the [lava](#) flows from the [Mukheri](#) volcano. The highest [mountain](#) of the resort used for skiing is called [Mount Kohta](#) at around 2,200 meters (7,216 feet) above sea level.

“Kukushka”

Kukushka is a railroad between Bakuriani and Borjomi. The construction of this [900 mm narrow gauge](#) line began in 1897 and because of the difficult environmental conditions, lasted for four years. Since January 1902, the first "Kukushka" train passed Borjomi-Bakuriani narrow-gauge line. Since then the "Kukushka" serves tourists and the fans of skiing, for the movement to high-mountainous area. The railway line is widely used by local population to travel between the two resorts. It takes 2,5 hours to travel from Bakuriani to Borjomi.



TRANSPORT DETAILS

Participants have several possibilities to arrive. Most common arrival point is Tbilisi international airport. Flights to Tbilisi mostly are operated by Turkish Airlines, Austrian airlines, Lufthansa, Georgian Airlines (Airzena), Polish airlines (LOT), Aerosvit and Belavia, etc, from/via Vienna, Munich, Istanbul, Amsterdam, Riga, Kiev, Minsk and Warsaw.

For participants arriving from Armenia we recommend to use minibus or train connection to Tbilisi.

For participants arriving from Azerbaijan we recommend to use train connection to Tbilisi.

All participants will be picked up from the Tbilisi International Airport.

Participants arriving in Kutaisi airport will have to travel to Bakuriani by their own.

! Please note, if you want to arrive or depart on a different date please make sure to ask the organizers whether this is possible.

TRAVEL REIMBURSEMENT

The organizers will reimburse the amounts stated below for travel expenses. Please keep in mind that the local transport that the organizers will arrange for you will be deducted from this amount. This will not be more than 30 euro's p.p.

Reimbursement of travel costs can only be done upon submitting the original tickets, invoices, boarding passes tags, etc. - or upon presenting the payment evidence along with the original ticket or e-ticket (with the boarding pass wherever applicable) and submitting us the respective copies.

Please note, in case of purchasing the tickets by credit/debit cards, the proof of the payment will be requested, such as extract of the payment from the online banking or the proof/ invoice directly given by the bank confirming the purchase of the travel ticket.

All the requested documents serve as supporting documentation for the Project Final Reporting (and reimbursement).

Reimbursement will be done upon receipt of the documents after your return in your home country. The payment will be done by bank transfer.

TRAVEL COSTS LIMITS BY COUNTRY

Please do not exceed your travel budget indicated below. If you have problems staying in the given travel budget please contact us immediately.

Promoter	Number of persons	From	To	Total costs/person (100%)
Platform Spartak	4	The Netherlands	Bakuriani	530 Euros
Kobiety	3	Lodz	Bakuriani	360 Euros
Creactive	3	Kavadarci	Bakuriani	275 Euros
Center8	3	Serbia	Bakuriani	275 Euros
CVS Bulgaria	3	Bulgaria	Bakuriani	275 Euros
Colors	3	Romania	Bakuriani	275 Euros
Joetz	3	Belgium	Bakuriani	530 Euros
Academy of Peace and Development	3	Georgia	Bakuriani	180 Euros

VISA ARRANGEMENTS

Participants coming from European Union, Turkey, Ukraine, Armenia, Azerbaijan, Belarus do not need visa to enter the territory of Georgia. Participants will need to have only **valid international passports**. Please note that some European countries can also travel with their national ID's; please check this possibility with respective consulates in your countries.

! Please, check the validity of the passports before the departure.

PREPARATION BY PARTICIPANTS

All participants should be ready to present their organizations during the event.

All participants should be ready to present their countries during the intercultural evening.

Partners shall **confirm the participation in the event by November 1, 2014; send the arrival/departure forms of the selected participants and a copy of the respective travel tickets until November 7, 2014 to the organizers.** If you fail to confirm the participation of your organisation and send a copy of your travel ticket and travel information in time, the organizers may replace you by participants from the waiting list.

DEADLINE FOR CONFIRMATION OF PARTICIPATION AND SENDING YOUR E-TICKET OR TRAVEL DOCUMENTS

Confirmation of Participation: November 1, 2014

Sending of travel form and tickets: November 7, 2014

CONTACT DETAILS FOR SUBMITTING YOUR TRAVEL DOCUMENTS

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