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YAMNFL2

Youth Ambassadors of
Non Formal Learning

TRAINING PACKAGE

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Introduction

The training Package is the result of the Training Course organized in Cagliari, Italy as part of the project, as well as the previous experiences partner organizations have regarding the NFL and its use. The series of workshops contained are planned and developed to be addressed to trainers, facilitators, educators, and ambassadors of non-formal learning who would like to implement a course on how to use NFL to enhance youth (self)employment. This publication is a collection of workshops that have been inspired and adapted by other manuals and previous activities run in the field of non- formal education or adapted for the project “Youth Ambassadors of Non formal learning” (YAMNFL).

From the idea to the concept| How was it structured?

The content of the training course was based on the main recommendations coming from the local panels with experts. The panels organised by partner countries provide various recommendations from Albania, Greece, Serbia, Bosnia, and Italy for promoting non-formal learning (NFL) to enhance youth (self-)employment.

Here is a summary and analysis of the recommendations:

Albania

1. **Standardized Certification for NFL:** Develop a universally recognized certification to validate skills acquired through NFL.
2. **Entrepreneurial Education Programs:** Invest in comprehensive programs focusing on opportunity recognition, creativity, financial literacy, and digital management.
3. **Collaboration and Networking:** Facilitate platforms for youth, NGOs, entrepreneurs, policymakers, and educational institutions to foster innovation and exchange best practices.
4. **Technological Innovation:** Support the adoption of digital tools to improve business efficiency and growth.
5. **Sustainability and Social Entrepreneurship:** Provide resources and incentives for ventures aiming at social impact and sustainable business models.
6. **Continuous Learning:** Encourage entrepreneurs to stay updated on market trends through relevant training programs.
7. **Gender and Diversity Inclusion:** Implement programs for equal opportunities and support for underrepresented groups.

Albania's recommendations focus on creating a robust ecosystem for NFL by integrating certification, fostering entrepreneurship, and emphasizing inclusivity and continuous learning. These measures aim to ensure that skills gained through NFL are recognized and valued, promoting a holistic development approach for youth.

Greece

1. **National NFL Recognition Framework:** Establish a framework for standardizing the assessment and validation of NFL experiences.
2. **NFL Awareness Among Employers:** Raise awareness among employers about the value of NFL through targeted campaigns.
3. **Integrate NFL into Career Development:** Encourage educational institutions to incorporate NFL activities into their curricula.
4. **Support Policy Development:** Advocate for policies recognizing and promoting NFL at local, national, and EU levels.

The Greek panel emphasizes the institutionalization of NFL through a national recognition framework and policy support, alongside efforts to increase employer awareness and integrate NFL into formal education pathways. This structured approach aims to create a more supportive environment for NFL credentials in the job market.

Serbia

1. **Standardized Evaluation System:** Establish a system for evaluating and certifying NFL competencies.
2. **Collaboration Among Stakeholders:** Increase collaboration between NFL providers, employers, and formal education institutions.
3. **Partnerships for Practical Experience:** Form partnerships with local businesses to offer apprenticeships and mentorship programs.
4. **Raise Awareness:** Implement campaigns to raise awareness of NFL's value in fostering youth employment and social participation.

Serbia's approach aligns with creating a supportive framework for the NFL by emphasizing standardized evaluations and fostering practical experience through partnerships. Raising awareness and promoting collaboration among stakeholders aim to integrate NFL into the broader education and employment systems.

Bosnia and Herzegovina

1. **Vocational Training and Apprenticeships:** Expand vocational training and apprenticeship programs in collaboration with local businesses.
2. **Community-Based Learning Centers:** Establish centers offering flexible learning opportunities tailored to community needs.

- 3. Recognition of Prior Learning (RPL):** Advocate for RPL mechanisms to recognize NFL experiences in formal education and employment sectors.

Bosnia focuses on expanding vocational and community-based learning opportunities and formalizing RPL mechanisms. These measures aim to make the NFL more accessible and recognized, thus improving employability and educational pathways for youth.

Italy

- 1. Youth Policy Advocacy in Sardinia:** Advocate for the approval of a regional youth policy integrating NFL methodologies.
- 2. Cross-Faculty Recognition and Accreditation:** Promote broader recognition and accreditation of NFL programs across various academic disciplines at the University of Cagliari.

Italy's recommendations highlight the need for policy advocacy and cross-faculty collaboration to integrate the NFL into formal education systems. These efforts aim to institutionalize NFL methodologies and ensure they are recognized and accredited across different academic and professional fields.

Based on the recommendations from Albania, Greece, Serbia, Bosnia, and Italy, several common themes and strategies emerged.

- 1. Standardization and Certification**
 - **Develop Standardized Certification Systems:** Establish universally recognized certification processes to validate skills acquired through NFL, ensuring they are recognized by employers and educational institutions. This includes national frameworks and alignment with existing educational laws.
- 2. Policy Support and Advocacy**
 - **Advocate for Supportive Policies:** Engage with policymakers at local, national, and regional levels to develop and implement policies that recognize and promote NFL. This includes integrating NFL into formal education systems and employment frameworks, and advocating for youth-specific policies.
- 3. Collaboration and Networking**
 - **Foster Multi-Stakeholder Collaboration:** Encourage collaboration among NFL providers, formal education institutions, employers, NGOs, and policymakers to create a cohesive environment that supports youth development. This can be achieved through platforms, events, and initiatives that facilitate the exchange of best practices and foster innovation.
- 4. Awareness and Recognition**
 - **Raise Awareness Among Employers and Institutions:** Conduct targeted campaigns to highlight the value of the NFL. Showcase success stories and case studies to demonstrate how NFL enhances employability, adaptability, and

entrepreneurial skills, thereby encouraging employers to value NFL credentials.

5. Integration into Education and Career Development

- Incorporate NFL into Formal Education: Integrate NFL activities such as internships, volunteer positions, and project-based learning into school curricula. Encourage educational institutions to collaborate with local businesses to provide practical experiences that complement formal education.

6. Vocational Training and Practical Experience

- Expand Vocational Training and Apprenticeships: Enhance and expand vocational training programs and apprenticeships in collaboration with local businesses and industry associations. Provide hands-on training and practical experience in sectors aligned with the local job market needs.

7. Community-Based and Lifelong Learning

- Establish Community-Based Learning Centers: Create flexible learning opportunities tailored to community needs through community-based centers. These centers should offer workshops, seminars, and skill-building sessions, making NFL accessible to marginalized and underserved groups.

8. Recognition of Prior Learning (RPL)

- Implement RPL Mechanisms: Advocate for the formal recognition of prior learning (RPL) to give credit for skills and knowledge acquired through NFL. Encourage educational institutions and employers to value diverse learning pathways, reducing barriers to further education and employment.

9. Entrepreneurship and Innovation

- Promote Entrepreneurial Education: Invest in programs that develop entrepreneurial competences such as opportunity recognition, creativity, financial literacy, and digital management. Support technological innovation and the adoption of digital tools to drive business efficiency and growth.

10. Inclusivity and Diversity

- Encourage Gender and Diversity Inclusion: Implement programs and initiatives that provide equal opportunities and support for underrepresented groups, fostering an inclusive entrepreneurial ecosystem.

Conclusions

The recommendations from different countries exhibit a shared emphasis on:

- **Standardization and Certification:** Ensuring that the NFL is formally recognized and valued.
- **Collaboration and Networking:** Encouraging partnerships among various stakeholders to enhance the impact of the NFL.

- **Policy Support:** Advocating for supportive policies at various levels to institutionalize the NFL.
- **Practical Experience:** Providing hands-on learning opportunities through vocational training, apprenticeships, and community-based programs.
- **Inclusivity and Awareness:** Promoting inclusive practices and raising awareness about the value of NFL among employers and other stakeholders.

Structure

Based on the conclusions of local recommendations, the training course was concentrated on 4 pillars:

1. Enhancing Self-Employment and Entrepreneurial Skills;
2. Social entrepreneurship versus traditional business: similarities and differences
3. Who is a “social entrepreneur”? Competences, skills, personal traits. How do you get there?
4. Peer to peer activities: How to organise a local event?

The modules cover various elements, starting with an exploration of individual characteristics –recognizing that each person has unique talents, dreams, and skills essential for self-development. From this foundation, participants can begin to formulate their entrepreneurial ideas.

The training also incorporates successful models and leverages digital tools for learning, sharing experiences, and generating ideas.

The structure of the modules and proposed activities can be adjusted to meet the specific needs of participants and the desired outcomes set by the facilitators. While each session is designed to complement the others, individual activities can also be implemented independently of the related workshop. The entire series of workshops provides a cohesive educational pathway. This training package has been developed within the framework of a project aimed primarily at youth aspiring to become self-entrepreneurs. However, the proposed activities are applicable and transferable to anyone interested in enhancing their skills in the covered areas.

Workshop Structure

All workshops are presented following this structured approach:

- 1. Introduction:** Participants will engage with the topic through a debate, brainstorming session, or facilitated conversation in a relaxed environment. If prior discussions have already occurred with the beneficiaries regarding the workshop topics, this introduction can be skipped, allowing the group to proceed directly to the main activity.
- 2. Main Activity:** Participants will engage in a hands-on activity with a specific objective.
- 3. Debriefing:** The facilitator will lead a reflective discussion, encouraging participants to share their feelings and insights about the activity and its significance.
- 4. Final Evaluation:** In this closing phase, participants will evaluate the workshop, providing valuable feedback that helps educators and facilitators identify strengths and areas for improvement.

Additional Considerations:

Consider starting your activities with a warm-up or energizer. These activities are designed to help participants get to know each other, boost energy and enthusiasm, encourage team building, and stimulate thinking on a specific topic. Research shows that engaging in physical activity before reflection can enhance focus and maintain concentration throughout the session.

The sessions have been designed to address topics that align with the specific needs of target groups in the countries where the training activities are conducted. However, the proposed activities are highly versatile. The structure can be modified to suit the unique needs of participants and the intended outcomes that facilitators wish to achieve.

While each session within a workshop is complementary, individual activities can also be implemented independently. The workshops are structured to serve as a cohesive educational path, and it is recommended to follow this framework to maximize their impact.

Explanation of the Workshop Template:

TITLE: The name of the workshop.

LEARNING OBJECTIVES: The aims of the activity and what it seeks to accomplish.

TIME: Suggested duration for the activity.

MATERIALS: A list of required materials (e.g., pens, markers, paper).

PREPARATIONS: Any necessary preparations prior to the activity (optional).

ACTIVITY: A detailed description of the activity plan.

TIPS: Suggestions for facilitators on how to prepare, adapt, or modify the workshops.

DEBRIEFING: Suggested questions to encourage participant feedback and reflection after the activity.

List of workshops

Discussion- Essential skills in the labour market	
Learning Objectives	To critically evaluate the alignment between current educational practices and the skills demanded by today's labor market.
Duration	60-90 minutes
Materials needed	<ul style="list-style-type: none">● Flipcharts or whiteboards● Markers● Printed copies of the discussion questions● Post-it notes (optional for feedback)
Preparation	<p>The discussion questions should be carefully crafted and prepared in advance of the activity. Below is a list of 10 questions that you can use or modify to suit your specific needs:</p> <ul style="list-style-type: none">● How effective is the current school curriculum in preparing students with the skills demanded by today's job market? What are the pros and cons of the current approach?● Should universities respond to labor market requirements, or do they have a different primary function? Explain your perspective.● How can you contribute to your own educational process? What steps can you take to shape your own skill set effectively?● How has globalization influenced the types of skills that are in demand, and how can educational institutions adapt to these changes to better

	<p>prepare students?</p> <ul style="list-style-type: none"> ● In what ways will robotics and technological developments affect skill learning and the types of skills that will be important in the future job market? ● How important are soft skills, such as communication, teamwork, and problem-solving, in the job market, and how well does the current educational system cultivate these skills? ● What are the most significant skill gaps you encountered when transitioning from school to the job market, and how did you address them? ● What specific skills learned in school have you found (or do you think will be) most applicable in your professional career, and how did they help you succeed? ● How valuable are internships, apprenticeships, volunteerism schemes, or work-study programs in bridging the gap between theoretical knowledge gained in school and practical skills required in the job market? ● Can you mention any specific scheme, initiative, or program that you found particularly beneficial? ● How crucial is the concept of lifelong learning in today's rapidly evolving job market, and what strategies can individuals and institutions employ to promote continuous skill development?
Description	<p><i>Exercise</i></p> <ol style="list-style-type: none"> 1. Divide participants into small groups (4-6 members each). 2. Prepare and print copies of the discussion questions. 3. Set up the room to facilitate group discussions. 4. Introduce the topic and explain the importance of discussing essential skills in the labor market. 5. Divide participants into groups and assign discussion questions. 6. Allow groups to discuss for 45 minutes, then reconvene for sharing insights.
Learn check/ Debriefing	<ul style="list-style-type: none"> ● Conduct a group discussion to summarize key points raised during group discussions. ● Encourage participants to share insights from their discussions. ● Highlight the importance of soft skills and continuous learning.

Tips for the Trainer

- Conduct a group discussion to summarize key points raised during group discussions.
- Encourage participants to share insights from their discussions.
- Highlight the importance of soft skills and continuous learning.
- Foster an inclusive environment by encouraging all participants to share their views.
- Keep time for each question to ensure all topics are covered.
- Be prepared to facilitate deeper discussions on specific points that arise.

Ted Talk- Social enterprise, a sustainable alternative in today's marketplace. Stories of successful entrepreneurs

Learning Objectives

- To understand the concept of social enterprises and their role in promoting sustainability.
- To learn from the stories of successful entrepreneurs and identify key traits that contribute to their success.
- To engage in workshops to explore practical strategies for creating or supporting social enterprises.

Duration

120 minutes

Materials needed

- Projector and screen for presentations
- Microphones for speakers
- Notepads and pens for participants
- Flipcharts or whiteboards for workshop discussions
- Refreshments (optional)

<p>Preparations</p>	<ul style="list-style-type: none"> ● Invite speakers who are successful social entrepreneurs to share their stories. ● Prepare and test all AV equipment beforehand. ● Set up the venue to accommodate both the presentation and the workshop sessions.
<p>Description</p>	<p><i>Exercise</i></p> <ol style="list-style-type: none"> 1. Begin with a TEDx-style presentation featuring social entrepreneurs sharing their experiences and insights (about 60 minutes). 2. Follow with interactive workshops led by each speaker, allowing participants to engage in discussions and brainstorm ideas (about 60 minutes).
<p>Learn check/ Debriefing:</p>	<ul style="list-style-type: none"> ● Facilitate a group debriefing session to summarize key takeaways from the presentations and workshops. ● Encourage participants to reflect on how they can apply insights gained to their own entrepreneurial endeavors or support social enterprises.
<p>Tips for the Trainer:</p>	<ul style="list-style-type: none"> ● Ensure that speakers are engaging and encourage them to share personal stories that resonate with participants. ● Foster an interactive atmosphere during workshops to maximize participant involvement. ● Be prepared to assist groups in brainstorming and developing ideas.

Hackathon

Learning Objectives	To collaboratively develop innovative solutions to a specific challenge.
Duration	120 minutes
Materials needed	<ul style="list-style-type: none">● Projector and screen for presentations● Notepads and pens for participants● Flipcharts or whiteboards for workshop discussions
Preparation	<p>Prepare in advance a scenario, with a problem and identify the challenge that lays ahead of the participants. Here you find an example:</p> <p><i>PROBLEM</i></p> <p>Eco-Innovation for a Sustainable Future: Tackling Waste and Unemployment</p> <p>One significant challenge facing modern societies is the vast quantity of PVC-based billboards, posters, and leaflets used for promotional campaigns, advertisements, and event visibility. These materials, which take over 1500 years to decompose, often end up in illegal landfills, contributing to environmental degradation and releasing toxic particles when burned. Furthermore, heavy rainfall exacerbates the issue by carrying PVC materials into riverbeds, causing additional ecological harm.</p> <p>Simultaneously, many individuals aged 45 and older struggle to find employment due to a lack of "new" competencies demanded by the labor market, leaving them at risk of social exclusion. As the younger generation typically has more opportunities to acquire these in-demand skills, addressing the needs of the older demographic is crucial for creating a more inclusive society.</p> <p>Entrepreneur's challenge</p> <p>You are a 47-year-old woman, environmental engineer, who lost her job and is thinking of starting her own business as an entrepreneur. All your business ideas are oriented toward acting to give answers to the needs of the community where you live. Your challenge is to develop a</p>

	<p>social enterprise that tackles both the environmental problem of PVC waste and the social issue of unemployment among individuals aged 45 and above.</p> <p>Which actions would you take to propose an adequate solution to contribute to solve these issues?</p>
<p>Description</p>	<p><i>Exercise</i></p> <ol style="list-style-type: none"> 1. Divide the participants in groups of five people. 2. Ask the participants to brainstorm and develop the ideas to solve the proposed challenges. 3. Share with the participants with the template to follow. 4. Give participants 30-35 minutes and ask them to prepare a presentation of three minutes maximum of their idea.
<p>Learn check/ Debriefing</p>	<p>Ask participants to reflect on their experience throughout the process by considering the following questions:</p> <ul style="list-style-type: none"> ● How did you feel about participating in this activity? ● What was the most interesting thing you learned during the process? ● Which steps did you find most challenging to develop? Did you encounter any specific difficulties along the way? ● Was there anything you learned or experienced that surprised you? If so, can you explain what it was and how it impacted you? ● In your opinion, what is the most important takeaway related to this theme that everyone should know?
<p>Tips for the Trainer</p>	<ul style="list-style-type: none"> ● Before the hackathon begins, clearly define the objectives, themes, and expected outcomes of the event. Provide participants with a structured agenda that outlines the timeline, including brainstorming sessions, coding periods, and presentation slots. This clarity will help participants stay focused and maximize their productivity throughout the event.

- Create an environment that encourages teamwork and open communication among participants. Use icebreakers and team-building activities at the start to help individuals get to know each other. Make sure to facilitate discussions and provide support to all teams, ensuring that everyone feels included and valued.

Board Game- Didactic Mine

Learning Objectives	To gain a deeper understanding of social entrepreneurship and its potential to drive sustainable solutions for achieving the Sustainable Development Goals (SDGs).
Duration	45-60 minutes
Materials needed	Board elements that you can print here .
Description	<p><i>Exercise</i></p> <p>Make the participants play the game, a tool designed to simulate real-life challenges faced by social entrepreneurs. This experiential learning activity will encourage teamwork and allows participants to test their ideas in a supportive environment.</p>
Learn check/ Debriefing	<p>Ask participants to reflect on their experience throughout the process by considering the following questions:</p> <ul style="list-style-type: none"> ● How did you feel about participating in this activity? ● What was the most interesting thing you learned during the process? ● Which steps did you find most challenging to develop? Did you encounter any specific difficulties along the way? ● Was there anything you learned or experienced that surprised you? If so, can you explain what it was and how it impacted you?

Tips for the Trainer

Check out the e-book for +30 engaging didactic activities, tailored to three distinct age groups. These groups encompass kids aged 6 to 11, teenagers aged 12 to 17, and young adults from 18 to 30. Each activity is thoughtfully accompanied by a brief video presentation, featuring diverse trainers and youth workers involved in their creation. <https://didacticmine.socialentrepreneurship-youth.eu/results/>

Enterprise and entrepreneurial skills

Learning Objectives	<ul style="list-style-type: none">● To explore the concept of the terms enterprise and entrepreneurship;● To foster awareness of the characteristics of an entrepreneur;● The types of the entrepreneurs.
Duration	2 sessions; 120 minutes each
Materials needed	<ul style="list-style-type: none">● Flip chart● Pens● Markers● Paper
Description	<p><i>Exercise: What is entrepreneurship?</i></p> <ol style="list-style-type: none">1. Write the word "Entrepreneurship" in the center of a flipchart and display it prominently. Prepare a flipchart for each subgroup.2. Organize participants into subgroups of 5-6 people.3. Ask each participant within their subgroup to share their personal understanding of entrepreneurship.4. Invite each subgroup to write one keyword related to entrepreneurship for each letter of the word. Each keyword should either begin or end with the corresponding letter.5. The first team to complete the task with the most relevant terms on their flipchart is declared the winner. The facilitator

will wrap up the session by providing a formal definition of entrepreneurship along with its historical background.

Exercise: Why is an entrepreneur?

1. Split the participants into 4 subgroups.
 - Group 1: Discuss the benefits of being an entrepreneur.
 - Group 2: Explore the disadvantages of being an entrepreneur.
 - Group 3: Examine how an entrepreneur is perceived in their community.
 - Group 4: Reflect on how an entrepreneur views themselves.
2. Each group should summarize their discussions on a poster.
3. Once the groups are ready, have them present their posters and open the floor for comments and questions. Show the following YouTube videos to provide further insights into entrepreneurship:
 - [What is an Entrepreneur?](#)
 - [Understanding Entrepreneurship](#)
4. After viewing the videos, invite participants to share their comments and perspectives.

Characteristics of an entrepreneur

1. Organize participants into subgroups of 5-6 people.
2. Instruct each group to draw an image that symbolizes the essence of an entrepreneur, including key characteristics.
3. Have each group present their drawings and explain the meanings behind them. Provide each group with a set of personal skills for entrepreneurs, including:
 - *Risk tolerance*
 - *Vision*
 - *Drive and persistence*
 - *Desire for control*
 - *Resilience*
 - *Optimism*
 - *Willingness to take risks*
4. Ask participants to rank these skills in order of importance and place them on their posters alongside their drawings.
5. Each group presents their ranked skills and the rationale behind their choices.

Interpersonal Skills Activity

1. Give each group a set of interpersonal skills for entrepreneurs, including:
 - Ethics
 - Leadership and motivation
 - Communication
 - Listening
 - Personal relations
2. Ask groups to choose the most important skill and create a short play to represent it. Other groups will guess which trait is being portrayed.

Practical Skills Reflection

1. Provide each group with a set of practical skills for entrepreneurs, including:
 - *Decision making*
 - *Goal setting*
 - *Planning and organizing strategy*
 - *Business knowledge*
 - *Creative thinking*
 - *Critical thinking*
 - *Problem solving*
2. Ask participants to reflect on which skills they feel confident in and which they would like to develop further. Encourage them to share their reflections with the group.

Learn check/ Debriefing

Ask participants to reflect on their experience throughout the process by considering the following questions:

- How did you feel about participating in this activity?
- What was the most interesting thing you learned during the process?
- Which steps did you find most challenging to develop? Did you encounter any specific difficulties along the way?
- Was there anything you learned or experienced that surprised you? If so, can you explain what it was and how it impacted you?

	<ul style="list-style-type: none"> ● In your opinion, what is the most important takeaway related to this theme that everyone should know?
Tips for the Trainer	<ul style="list-style-type: none"> ● Familiarize yourself with common characteristics such as resilience, risk-taking, creativity, self-discipline, adaptability, and strong communication skills. Understand relevant terms and definitions related to entrepreneurship, such as "innovation," "startup," "business model," and "value proposition." ● Encourage open discussion by prompting participants with questions that invite sharing of ideas and experiences. ● Foster a supportive atmosphere where participants feel comfortable sharing their insights and asking questions. ● Emphasize the importance of valuing diverse perspectives and experiences, reinforcing that every contribution is valid and important for the learning process.

Visualization and goal setting	
Learning Objectives	To understand the use of various techniques to meditate and visualize your future.
Duration	120 minutes
Materials needed	Some relaxation music in the background (not mandatory)
Preparation	<p>Visualization Techniques</p> <p>There are many visualization methods, here you find a short description of 3 of them.</p> <p>Visualization is a form of mental rehearsal where you imagine achieving your goals. Spend about five minutes daily visualizing your success.</p>

	<p>Treasure Map Technique: This combines mental and physical components. To practice, draw a detailed representation of your goal—such as a business event. The act of drawing helps your mind visualize the path to success. Focus on your mental imagery while drawing, and work in a quiet, distraction-free space.</p> <p>Receptive Visualization: Picture your goal as if you're watching a movie in your mind. In a quiet place, close your eyes and vividly imagine the scene. Gradually add details like people and sounds, immersing yourself in the experience.</p> <p>Altered Memory Visualization: Use this technique to reshape negative memories. Replay past events in your mind, replacing negative responses with positive ones. Over time, your brain will recall the revised version, helping to ease the emotional impact of the original memory.</p>
Description	<p>Exercise</p> <ol style="list-style-type: none"> 1. Begin by explaining the different visualization techniques to participants. Ask them to sit comfortably, relax, and choose one technique to try. You can guide them through the “organize an event” task. Once their eyes are closed, lead the reflection using the prompts below, or alternatively, provide the list and let them use the technique they are most familiar with. (30 min) <ul style="list-style-type: none"> ● What problem are we solving for the customer? ● What benefits will clients receive? ● What sets my product apart from competitors? ● What values do I want to share with my customers? ● What innovation am I creating? 2. After the exercise, gather feedback from participants. (15 min)
Learn check/ Debriefing	<p>Ask participants to reflect on their experience throughout the process by considering the following questions:</p> <ul style="list-style-type: none"> ● How did you feel about participating in this activity? ● What was the most interesting thing you learned during the process?

	<ul style="list-style-type: none"> ● Which steps did you find most challenging to develop? Did you encounter any specific difficulties along the way? ● Was there anything you learned or experienced that surprised you? If so, can you explain what it was and how it impacted you? ● In your opinion, what is the most important takeaway related to this theme that everyone should know?
Tips for the Trainer	Visualization technique can be also applied to create vision of the company or its own value proposition following these guidelines points.

Motivation and relationships	
Learning Objectives	<ul style="list-style-type: none"> • To understand concept of soft skills • To empower future entrepreneur about management of human resources and increase motivation
Duration	120 minutes
Materials needed	<ul style="list-style-type: none"> ● Paper ● Pen ● Screen for presentations
Description	<p><i>Exercise: How to increase motivation?</i></p> <ol style="list-style-type: none"> 1. Introduce the concept of soft skills and resource management to the participants. (15 min) 2. Self-Reflection Exercise: Ask participants to write a five-line description of themselves, highlighting 20 positive traits. (10 min) 3. Divide participants into subgroups of 5 and provide them with the “Elements that Improve Motivation” list. Each group should

read, discuss, and select the elements they find most appealing. (20 min)

4. Have each group share their selected elements with the larger group. (5 min)

Exercise: Understand your team

1. Distribute a personality temperament test to each participant and provide clear instructions on how to complete the assessment accurately.
2. Play appropriate background music to create a reflective atmosphere while participants work on the test. (25 min)
3. After participants calculate their scores, give them their test results. Ask them to discuss their findings in subgroups of 5. (20 min)
4. Have each group share key insights with the larger group. (5 min)
5. Conclude by showing the TEDx video "Your Personality and Your Brain" to deepen their understanding. (20 min)

[Watch the video here.](#)

Learn check/
Debriefing

Ask participants to reflect on their experience throughout the process by considering the following questions:

- How did you feel about participating in this activity?
- What was the most interesting thing you learned during the process?
- Which steps did you find most challenging to develop? Did you encounter any specific difficulties along the way?
- Was there anything you learned or experienced that surprised you? If so, can you explain what it was and how it impacted you?

Tips for the
Trainer

In the first exercise, remember that many participants may find this task challenging due to cultural norms that promote modesty. If this is the case, suggest they use the diary method—keeping a small pocket diary to record daily moments of happiness. This practice will help them recognize their strengths.

Understanding others begins with self-awareness, which involves identifying our needs and desires, recognizing the people and situations that evoke different emotions, and understanding how these emotions manifest and impact our reactions. Effectively managing emotions fosters harmony within ourselves and with others.

- **Personality Temperament Tests:** You can find several online tests that provide results based on scores. Choose one that best suits your group; we recommend “The 12 Blends of Temperaments” from Tim LaHaye’s book, *Why You Act the Way You Do*. You may also want to include a video to introduce the topic more engagingly.
- **Videos on Motivation and Management:** There are numerous videos available to explore concepts related to motivation and management. Take some time to find sources that resonate best with your group.

Time management and delegating

Learning Objectives	<ul style="list-style-type: none"> ● To understand concept of soft skills ● To empower future entrepreneur about Time Management and How to delegate ● To support entrepreneur in Goal Setting
Duration	2 sessions, 75 minutes each
Materials needed	Some relaxation music in the background (not mandatory)
Description	<p><i>Exercise- time management</i></p> <ol style="list-style-type: none"> 1. Introduce the concept of soft skills and their importance in professional and personal development. (10 min) 2. Ask participants to think about their daily, weekly, and monthly tasks. Are they satisfied with their current time management? What are they doing well? Do they know how to prioritize tasks effectively? Which practices are working best, and what areas

need improvement? What might be causing any weak points? (10 min)

3. Have participants fill in a "Daily To-Do List" with tasks from their own routine. (10 min)
4. Ask participants to work in pairs and discuss their reflections and outcomes from the To-Do list. (15 min)
5. Enable participants to comment, then collectively create a poster with suggestions for improving time management behaviors. (15 min)

Exercise: How to Delegate?

Learn to Delegate: An Essential Skill for Entrepreneurs

1. Divide participants into subgroups of 5 and provide them with a "How to Delegate and Ask for Help" list.
2. Each subgroup should develop an action plan to address each critical point from the list. (20 min)
3. Have each subgroup present their action plan to the larger group. (15 min)
4. Conclude with a digital presentation on "Improving Your Delegation Skills," offering additional solutions and strategies based on participants' work. (10 min)

Learn check/
Debriefing

Ask participants to reflect on their experience throughout the process by considering the following questions:

- How did you feel about participating in this activity?
- What was the most interesting thing you learned during the process?
- Which steps did you find most challenging to develop? Did you encounter any specific difficulties along the way?
- Was there anything you learned or experienced that surprised you? If so, can you explain what it was and how it impacted you?

Tips for the
Trainer

It may be helpful to offer a self-assessment test at the start of the session to help participants gauge their time management skills. For the first exercise, provide guiding questions to support paired discussions:

- How important is this task? (Priority)
- Is the goal realistic and achievable?
- Do I need assistance to complete this task?
- Does this require my personal attention, or can someone else handle it?
- Who is the best person for the job?
- Is this person available within the given time frame?

Conclude with a presentation outlining the key rules for effective time management as a recap.

Pitch your idea

Learning Objectives	To understand the importance of feedback to improve one's own talents.
Duration	120 minutes
Materials needed	<ul style="list-style-type: none"> ● Screen for projection ● Internet connection
Description	<p>Exercise: Pitch your Business Idea</p> <ol style="list-style-type: none"> 1. Invite a panel of entrepreneurs to join the commission responsible for evaluating the business proposals. 2. Request that participants prepare their presentations in advance. Each participant will have 5 minutes to present their business idea, followed by an additional 5 minutes for a Q&A session with the commission. 3. A digital format for presentations is preferred, and business attire is encouraged. 4. Following the presentations, ask the commission to select the best proposal, which will be rewarded accordingly.

	<p>5. Allow space for constructive feedback and suggestions for improvement. Participants should particularly address the following points:</p> <ul style="list-style-type: none"> ○ Any difficulties encountered and how they were resolved. ○ Remaining challenges or obstacles in their business model. ○ What aspects of the process they found most enjoyable.
<p>Learn check/ Debriefing</p>	<p>Ask participants to reflect on their experience throughout the process by considering the following questions:</p> <ul style="list-style-type: none"> ● How did you feel about participating in this activity? ● What was the most interesting thing you learned during the process? ● Which steps did you find most challenging to develop? Did you encounter any specific difficulties along the way? ● Was there anything you learned or experienced that surprised you? If so, can you explain what it was and how it impacted you?
<p>Tips for the Trainer</p>	<p>Feedback: Making It a Positive Process and Experience Number One</p> <p>Rule: Before giving feedback, remind yourself of its purpose—to improve the situation or performance. Being harsh, overly critical, or offensive will not help you achieve this goal.</p> <p>Prepare Your Comments: While you don't need to read from a script, it's essential to organize your thoughts in advance. This preparation ensures your feedback stays focused, constructive, and relevant to the issues at hand.</p>

Peer to peer activities: How to organise a local event?



YAMNFL2

Youth Ambassadors of
Non Formal Learning

Peer to Peer (P2P)- LOCAL TRAINING

Local Capacity Building Activities





Peer to peer local trainings

Where?

Each country

How many?

2 per country (total 12)

Number of Participants:

15-20 people per event

Duration:

2 days



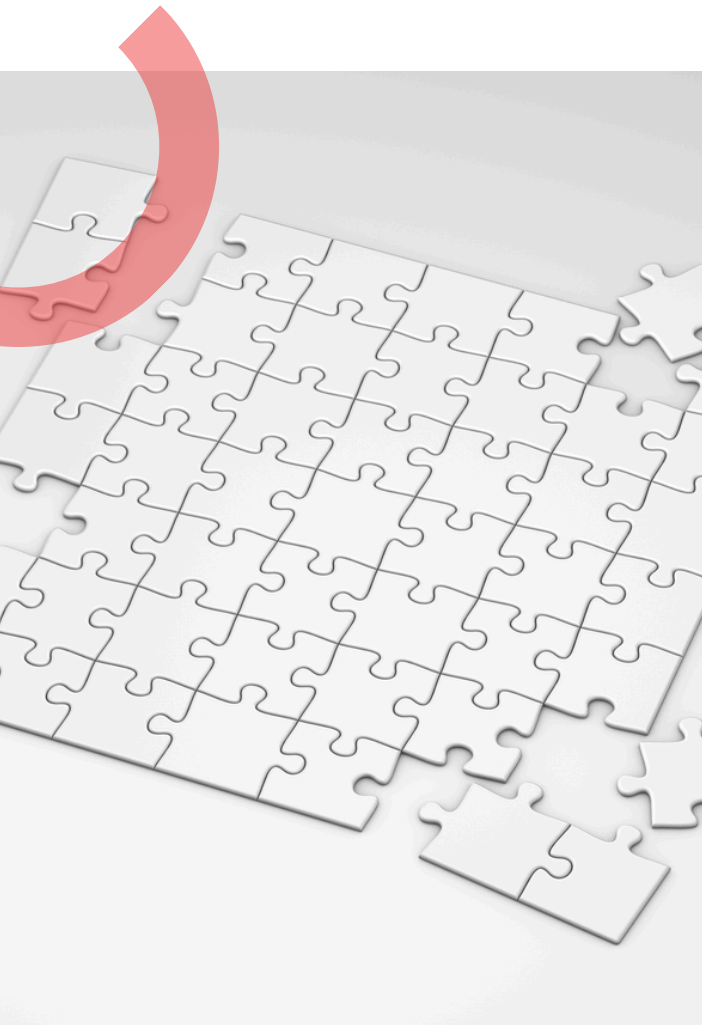
OBJECTIVES

- To conduct local training sessions, designed to build the **capacities** of young individuals, to **enter job markets**.
- To equip youngsters with skills and knowledge that increase their **competitiveness in the labor market**, focusing on **effective self-presentation** and **job-seeking strategies**.
- To train local youth in **persuasive communication methods**, including how to **"pitch" themselves to potential employers**, ensuring they can articulate their strengths and experiences confidently and effectively.

Important

- The participants **SHOULD** be the same in both training sessions;
- The Local P2P trainings will be led by **YOU** (the Youth ambassadors who participate in the international training);
- To be organised with the partners support.





Target groups

Youth/local organisations

Youth workers

Young people

Experts on youth employability

Fewer opportunities

Representatives of the formal education sector

Other stakeholders





On search for the participants

Build up contacts with youth organizations

Get support from your organisation to reach out to members of their collaborators.

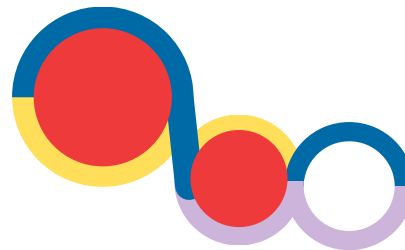
Promote and invite youngsters to participate

Reach out to your friends, people you know. Get supported by the organisations to reach out to schools and universities.



Suggestion: Involvement of experts, entrepreneurs and other stakeholders in the community

-If you want to be EXTRA you can invite someone to come and have a talk/intervention to the participants.



Training

Non formal education

Game based learning

Peer to peer learning

Topics coming out from the local reccomandations

Diversify workshops

Digital Tools, i.e Padlet, Menti.com, Jamboard etc.

OTHER

Lessons and methods learnt in the International mobilities

Working in national teams

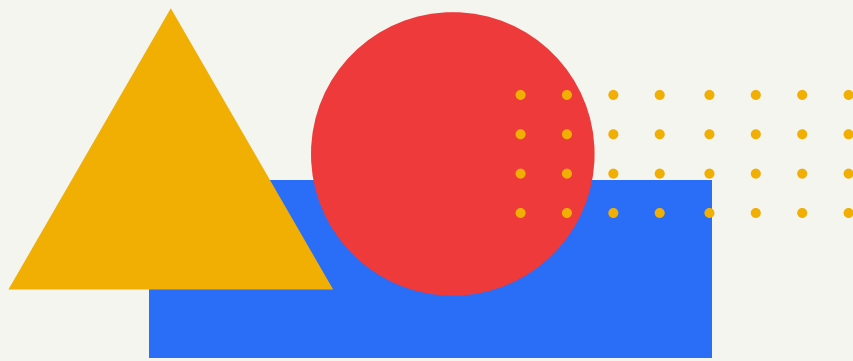
Where?

2 sessions

Decide on
your topics

Outline Sessions

- 1) Duration
- 2) Learning objectives
- 3) Activities and methods
- 4) Digital Tools (if any)



PEER TO PEER TRAINING

Quick guide

WHAT DO WE WANT TO ACHIEVE?



Which are my objectives?



Which are my objectives in relation to my target



Results to achieve



Target group



Feedback & Evaluation

- How can I achieve them?
- Whom and what will help me achieve them?
- How many people do I want to have in the training?
- Is there a minimum number?

CHOOSING LOCATION



Preparation &
accessibility



Cost calcucations



The hosting capacity



Offered services

WHEN?



Availability of the group

- During the week VS weekend
- Appropriate hour of the day
- Ensure the participation of the people

participants

06

- Special guests
- Needs of the participants
- Number of participants
- Particular requests
- Other questions



Make sure to have a diversified group of participants

content of the training



● Opening and greetings

● Presentations

● Interventions (if any)

● Activities

● Closing

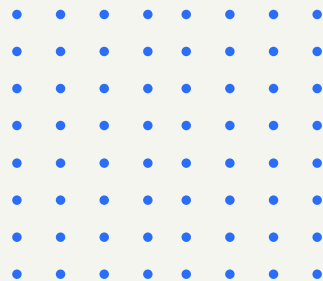
team work

- Creation of the teamwork
- Division of roles and responsibilities
(who does what?)



materials

- Identification of necessary materials
- Quantity
- Costs





**BE READY FOR
THE UNEXPECTED!**





YAMNFL2
Youth Ambassadors of
Non Formal Learning



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