

Documentation

ERASMUS+ Training Course SustainABILITY





This publication is compilation of materials presented and created for, during and after seminar and Training Course *tools for empowerment of selforganised youth collectives*, that was curated by Kulturlabor Trial & Error e. V. with financial support of ERASMUS +KA1 mobility project for youth workers and took place in Berlin and Brandenbug, Germany in spring 2017.

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... the opportunity to realize the Training Course sustainABILITY 2.0 *tools for empowerment of selforganised youth collectives* possible.

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We will do it again!



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INTRODUCTION



The idea to organise a training course “SustainABILITY: resource management of selforganised youth collectives” came during the evaluation of the training course “SustainABILITY-towards efficient selforganisation of youth collectives”, which took place in November, 2015 in Brandenburg.

One of the most urgent topic which was raised during the discussions was resource management - how the collectives establishing and maintaining different kind of resources, how to manage human resources (e.g. members, volun-

teers, staff), what kind of financial resources exist, how they can be manage in order to support sustainable functioning of collective, what kind of material and spacial resources are available, what are the most efficient way to use them, how do collectives use their online resources.

The Training course will serve as a platform for peer sharing through exchanging best practices, problem situations and possible solutions, learning from members of other collectives, as well as ignite new cooperations and collectives.

Sustainability objectives:

- explore new tools for a more successful social integration of marginalized youth
- raise awareness on subjects, create European exchange space and Networking
- improve youth workers skills especially on social integration and cultural adaptation
- reflect on concepts, techniques, experiences and feedbacks
- to extract and disseminate the knowledge gathered during the project
- to ignite political awareness and public proactivity on topic.

ERASMUS+ Program

Erasmus+ offers opportunities to organise projects for the mobility of young people and youth workers. Within Key Action 1 (KA1) Mobility Projects for Young People and Youth Workers, actors from Programme Countries can apply and participate in mobilities - educational, cultural and social activities, as well as international cooperation and exchange. Aim of such mobilities leads to openness in communication with oth-

er societies and cultures, including learning about diversities, tolerating and appreciating them. Along with social learning through intercultural approach, mobility also ensures exchange of ideas and enriching experiences.

KA1 support projects that deal with mobility of young people (i.e. learners) and mobility of youth workers (i.e. those who work with/for youngsters and teach them). SustainABIL-

ITY project as a mobility for youth workers is aimed at developing existing and acquiring new competences (knowledge, skills, attitudes) for personal and professional development, networking in the field of youth work, including such activities as

- seminars,
- training courses,
- networking events,
- study visits, and
- job shadowing/observation periods abroad.



Projects of this type can last from 2 days up to 2 months (excluding travel time). There are no age limits for the participants.

A more detailed explanation of the program, its opportunities and conditions You can find in the ERASMUS+ Program Guide - <https://tinyurl.com/erasmusprogramguide> (please check for the latest version).





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Kulturlabor Trial & Error e.V. Berlin, Germany

The applicant organisation, Kulturlabor Trial & Error e.V., is a berlin based network of artists, journalists, designers and activists resident in Berlin. The organisation was founded in May 2010 and the nature of Trial & Error is to work in inclusive and horizontal structure, to promote sustainable development and activate social ties within the local community, to facilitate sharing and exchanging with skills, knowledge and goods. Our main aims are to promote Do-It-Yourself culture, active citizenship and sustainability. We work with these themes, through hands on practice and non formal education. We impact and reach young people with information about global issues, by using creative means and new

media.

We aim to share knowledge between different networks and individuals, and provide information that encourages an active approach to life.

Self organisation is one of our main approaches, highest ideals and biggest challenges.

The process to overcome the obstacles of nowadays issues like concentrating on what's important for us, keep things together and not getting lost in the flood of possibilities and obligations made us working on the topic of how can self organised collectively take place in this fast moving and achievement orientated society.



Check out: www.facebook.com/yerbatos Contact details:

CULTURAL AND FOLKLORIC ASSOCIATION "LOS YERBATOS"

Spain, Asturias

This Association was created in 1997 in Bimenes, a little town of rural area in Asturias, Spain.

We promote, recover and diffuse the traditional music and asturian culture, mainly traditions and music of Bimenes. In addition, we promote the asturian language.

In association we created a traditional music school with 3 teachers (1 for bagpiper, other for traditional percussion and the last for dance). In total we are about 50 people.

Los Yerbatos are formed by people of all ages but majority are young people. We through traditional music gets a large number of people, mostly young people, gather and involve in cultural activities. And more

important, we facilitate access to musical training in the rural world.

The most important project for us, we have done: The music disc with songs investigated in the town, the film about the rural life in Bimenes in twentieth century, participation in European project "Entramus" with others music schools the others countries, and Cultural exchanges with others groups. We not only dedicate to music and asturian culture also we collaborate with others collectives or groups.

And now, we are organize the activities of the 20 anniversary of the association and this summer we will participate in folk festivals and in typical parties in Asturias.

Wemsical

SERBIA

WEMSICAL

Serbia

The main goal of Youth and Cultural Association “Wemsical Serbia” is to connect the youth, young adults, and young professionals in the cross border area of Hungary and Serbia.

Wemsical Serbia tends to do this in close cooperationary.

Wemsical Serbia realizes its activities through active citizenship, youth work, engaging the youth in solving social and cultural challenges, breaking the barriers of prejudice, connecting the youth in Serbia and Hungary, creating common dimensions for cooperation, development of local communities, enhancing the cultural offer of smaller rural areas and communities with the engagement of local people and raising awareness of a

common humane cause through education and active citizenship.



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Check out:

www.belgraderaw.com
www.facebook.com/BelgradeRaw
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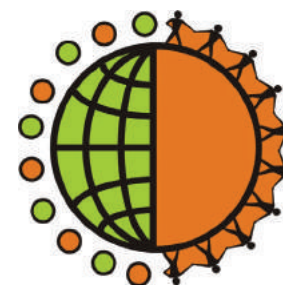
BELGRADE RAW

Serbia

Belgrade Raw is a photo collective founded in 2009 with the idea to explore social, urban and political aspects of city life as well as the state of the community through capturing everyday life of Belgrade using photography.

Belgrade Raw uses photography to document cities and give a counterpoint to unfounded over-glamorous representations of the city that are overwhelmingly present in Serbia, as well as to unbalanced, overly negative views that we have often seen coming from the international media. We also focus on empowering people, both photographers and the public, to use documentary photography as a tool of documentation and exploration of society. We do this

through organizing workshops, exhibitions and educational events Belgrade Raw had organised and participated in many exhibitions and various manifestations and festivals in Serbia and abroad. In the last four years Belgrade Raw organized four “Photo-fair” events. In 2013, the collective was a curator for Artget Gallery of Cultural Centre of Belgrade and the first Belgrade Raw book was published by the Slovenian publisher Rostfrei. In 2014 the series of workshops on documentary photography called Serbia Raw was started by the collective and since then it was taught in 6 Serbian cities, and also in Munich as part of the Fotodoks festival, under the name Munich Raw.



**Communication
Without
Borders**

Youth NGO



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NGO “Communication without borders”

Kharkiv, Ukraine

Our mission
Movement towards civil society, based on sustainable development principles, with young people as community proactive members, open to new knowledge, experiences and connections in the spirit of democratic values and humanistic worldview.

Target group

Open minded young people from Kharkiv region (15-35 y.o.) eager to learn and gain new experiences, both sharing our ideas and still hesitant.

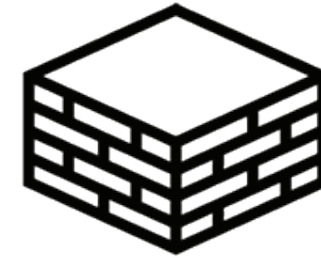
Activities

Activities are initiated and carried out by organization members as

well as volunteers, who often come up with their own great ideas (matching our Statute objectives). Activities are subjected to three main directions:

- Sustainability and environmentalism
- Volunteering and activism
- Community development

We always pay attention to non-formal education and raising awareness through volunteering camps, trainings, workshops, info campaigns, eco-parties, non-formal education fairs, street actions.



Quellkollektiv

QUELLKOLLEKTIV

Nürnberg, Germany

The QUELLKOLLEKTIV was created in 2013 from an interest representation of the tenants of the Quelle building, a former mail-order-house with 260,000 square meters of space. The move to the 2,000 square meter small heizhaus of the building at the end of 2016, is officially a “compromised solution“, after the building was sold to the large-scale investor Sonae Sierra. We, as a network, run inside the Quelle building the gallery and event location heute: _ and supported and organized a series of initiatives and projects. Amongst others, our own annual Sommerkollektion, a festival of art, culture and music. Our members are educating and performing artists, designers, craftsmen, archi-

itects, musicians, activists, writers, organizers, publishers and others who create culture in their work or in their leisure time. We represent, promote and support a lively regional cultic scene and strive for affordable spaces for cultural creators. We fight against intellectual provincialism and against the ongoing of creative heads. And we wish for the metropolitan region Nuernberg to become again one of the most attractive locations for culture-builders in Germany.



Check out: Contact details:

www.belgraderaw.com
www.facebook.com/BelgradeRaw
www.facebook.com/serbiaraw



Check out: <http://filmfest.by/en/> Contact details:

CINEMA PERPETUUM MOBILE

Minsk, Belarus

Cinema Perpetuum Mobile (CPM for short) is an annual international short film festival.

Founded in 2011 in Minsk (Belarus) by a cinephile community Kinaklub.org, it celebrates its 6th edition in 2017.

Cinema Perpetuum Mobile sticks to its goals to:

- promoting films by young and independent Belarusian authors in Belarus and internationally
- searching for new forms and tendencies in cinema on the edge of amateur and professional film-making;
- exploring social issues via cinematographic language

- develop and strengthen connections between film-makers and film-making communities all around the world.

Cinema Perpetuum Mobile reaches the audience not only in Belarusian regions and cities, but in other countries as well. It is you who help us bring independent cinema to more and more people, and our community is growing due to the principles we incorporate in our mission: decentralization (horizontal structure of the festival), self-organization (volunteer basis, grassroots initiative), transparency (possibility to join the community at any time, and contribute to festival organization).

**PRIMOLIO***Italy***THE VOLUNTEER SCHOOL***Ukraine***KA-MATRIX***Croatia***TACKA KOMNIKACIJE***Serbia***RADI VIDI PATS***Latvia***PARAISO***Spain***IZONE***Ukraine*

IMPLEMENTATION



WHERE

The Training Course (in the following: TC) took place in the Kinderwald Tegeler Forst where we had 3 houses with different spaces for different uses: There was the chillout-house, the seminar-house and the kitchen house.

WHEN

The whole TC started at the 17th of March till 26th of March 2017.

MAIN IDEA

The storyline could be described with a spiral check *from the inside to the outside*

That means that we first started with the self reflection of what you want and where you are, what you need and what you do. From there to have a look on the outside, the interpersonal dimension to finally the bigger dimension, the organisation.

PROGRAM

Day 1: Arrive, Get to know participants

Day 2: Teambuilding, Get to know organisations

Day 3: Self-organisation, Self-reflection

Day 4: Boundaries, Intercultural communication

Day 5: Trial & Error e.V., Field visit, Fundraising

Day 6: Finances

Day 7: Volunteer & Happiness Management, Commitment & Motivation

Day 8: Sociocracy, Team roles, Decision Making, Cooperative Counselling

Day 9: Future partnerships, Review and Evaluation of the TC, Closing

Day 10: Farewell

DAILY STRUCTURE

The daily routine started with breakfast, followed by the morning impulse where the group comes together to detect the mood of the group, share important announcements and inspire participants for the day. During the morning and afternoon sessions there was a coffeebreak followed by energizers to motivate for the following session. Inbetween the 2 hour lunchbreak provided to eat, take a rest or whatever the participants were up to. Between 5 and 7pm the open space took place. In the evenings before or after the dinner the base groups were invited to meet.

OPEN SPACE

The open space provides participation of everybody who feels like offering something, experimenting or opening space for exchange.

With the technique *school of freedom* everybody writes

something he can offer on a paper. After this there is a round where everybody presents his idea and lay down his paper in a circle in the middle. In the end everybody can write his name on the topics they are interested in to see how the open space can be organised in an adequate way.

BASE GROUPS

The idea of the base groups is to have a constant sharing group which reflects on the day, gives space to share feelings and thoughts and takes care of each other. Everybody of the organiser team is supposed to participate in one base group to have a concrete relation to the participants feedback to be able to implement wishes and critics. Beside this it helped to ensure daily tasks:

- megaphone crew
- cleaning shower and toilets
- helping in the kitchen
- evening surprise

GROUP DYNAMIC

The following actions, games and methods aim to welcome the participants, get to know to each other, break the ice and create a common team spirit.

OPENING

WELCOME ROUND

- Everybody tells his name (others respnd: Hello „name“) + country + something else they want to tell
- Information about location, self-organisation during the TC, upcoming program points,...

BUBBLE PARTY or “TALK TO ME ABOUT...”

Purpose: to encourage random communication, create ground for exchange, break the silence

Time: 15-30 minutes

Needed: Papers, masking tape, felt pens

Description:

This method is taking a shortcut to interesting conversations, good to quickly get beyond the standard questions when people meet each other for the first time. Its especially good in a semi-informal setting such as dinners or a networking event.

INTRODUCTION TO THE TEAM AND THE PROGRAM

Trainers were introducing participants to the program through short ‘day by day’ overview on each activity. Then the team-members were introducing themselves and their responsibility.

TC SUN

Purpose: to agree on the rules collectively to ensure working and learning



environment, where we as a group and every one of us feels comfortable.

Time: 20 min

Needed: yellow paper, pens

Description:

Facilitator uses sun as a

metaphor for the «clima» in the group. Collectively the group brainstorms about the rules or conditions that are necessary for the “seminar sun” to shine. If everybody agrees on a suggestion it’s part of the sun. If not, it will be discussed.



ICEBREAKING & TEAMBUILDING



Following games are supposed to get to know to the whole group, which countries they come from and a little bit of a personal immersion.

BASE GROUP DIVISION

First introducing the idea of base groups, then dividing the groups: Participants were asked to identify themselves in one of the following categories. They have to show courage to step forward with their self-estimation whilst not really knowing the group.

1. the 6 most sociable persons
2. the 6 most creative
3. the 6 most chaotic
4. the 6 most structured
5. the rest must be the 6 most intelligent persons

After this 1 of each category will be formed as a base group.

Finally the organizers distribute themselves after these categories to the base groups.

This method challenges people to step forward at one point without explanation or possibility to compare or check.

SOZIOMETRIC CONSTELLATION

Purpose: ice breaking, getting to know

Needed: Spacious room, tape

Time: 30 minutes

Description:

Directions on the ground (north, east, south, west). Participants have to stand on the position which they concerns.

- Where do you live?
- Where have you been born?
- Where do you wanna live or travel?

After each question as ask a few participants (or all of them) where they stand and why.

THE «BOX»

Purpose: getting to know, break the country-separation

Needed: room, box marked with tape

Time: 8-12 min

Description:

Participants come together in teams of their countries. Then the trainer asks one question after the other and everybody whom it concerns comes together in the „box“ (in our case: on the couch).

Questions can be about the country, family, competences,...

- do you have siblings?
- do you have 2 parents?
- are you from a minority? ...

Learning outcome:

This games helps to think out of the box. No matter which culture or other categories, there are always people who have something in common. We used it as a method to get to know to each other.

BINGO

Purpose: get to know

Needed: Bingo card with 20 questions

Time: 30 min

Description:

Everyone gets a Bingo card with 20 questions - each in a small cell, like *Do you like gardening?* *Have you been in Berlin before?* *Can you whistle loud?* Participants have to find a person who can give positive answer for each question on the Bingo card. Who collected

all answers for each question, sais Bingo! Then answers will be proved by the trainer infront of the group.

COMMUNAL PORTRAITS

Purpose: get to know

Time: 30 minutes

Needed: Paper, pens, music

Description:

Everybody writes his name on an empty paper and lays it into the middle. Then they take another paper and draw the shape of the face of the person they took. Same procedure again. (Next: eyes, nose, mouth, hair, asseciores, finishing art). In the end the group comes together in a plenum, presenting their portrait and some words.

In this game you take a closer look to other participants. Beside this the portraits can be used to stick together the persons from a base group as an orientation.together the persons from a base group as an orientation.



To bound a group together they need to have successful experiences during a challenge, plus a high fun factor. This is what we did:

EVOLUTION GAME

Purpose: Energizer

Time: 15 min

Needed: space

Description: There are 5 states of



evolution (1. unicell (?), 2. crocodile, 3. rabbit, 4. monkey, 5. homo sapiens). First you start to move like a unicell(?). Find another unicell and play SchnickSchnackSchnuck. The winner will reach another state of evolution, continue moving in the crowd, looking for a partner of the same state and play again. Always the winner reaches the next evolution state and the loser will fall one step down – until everybody finished the evolutionline.

TURNAROUND THE CARPET

Purpose: loose fear of being close together and bound base groups together

Time: 20 min

Needed: small sheets where the group hardly can stand on

Description:

Participants come together in their base groups. The task is to turn around the sheet without touching the ground.

NATURAL MANDALA

Purpose: get together in stillness, get in touch with nature around, work together as a team even when you are in small groups

Time: 1 h

Needed: nature

Description:

In small groups they have to create one natural mandala. Each group will decide by their own which is their contribution to the mandala. They have 15 minutes to discuss what and how they will fulfill the task. Then they have 45 minutes to collect and create. There is space defined where the mandala will be made. As soon as they enter the mandala space they cannot talk anymore. So the different groups will create the mandala together with nonverbal communication.



It provides the experience that different groups bring different things into a commun creation.

MORNING IMPULSE



DIX IT!

Blitzlicht with Dixitcards (Cards with pictures). Everybody takes one card and tells his name and how he/she feels and if there is any relation to the card.

NAME DANCE

Standing in a circle with music in the background one after the other will introduce his name and personal dancing move and we will keep moving like this till the end of the round (song;).

STRECH IT!

Waking up the body through stretching together. One after the other will introduce a stretching exercise which everybody will join.

GREEN AND RED LIGHT

Group sitting in the round. There are two packs of nuts – one red and one green one. Each participant is choosing one or two nuts, depends of the feeling and answer for the question: what drives you (nut from the green pack) and what blocs you (red pack).

WEATHER FORECAST

This is a method to keep track of the emotional well-being of all the participants in the morning. In a big round every participant describes how they are feeling in a weather analogy, e.g. “For me it is still cloudy and windy but I feel that the sun will be rising soon.”

GROUP DANCE

Sometimes it's just enough to put on music and dance til everybody is there;)



ENERGIZERS

NAME BALL

Group stand in a circle. One person has a ball, says the name of somebody and throws the ball to this person. After a while there comes another ball, so that there are two lines at the same time.

JAMES BOND

Group meets in a circle. One person in the middle, who points suddenly to somebody in the circle and demands one figure like washing machine, blender, toaster, James Bond, ect. Then this person and his two neighbours have to create that figure. Anyone who makes an error has to come to the middle.



NINJA

Group stands in a circle. One person starts to be the Ninja and makes a Ninja-Move towards another person with the intention to touch him. If touched you are out. Then the next person in the circle is the Ninja and so on until one Ninja won.

SWINGING ROPE

2 persons are swinging a rope. The group has to cross the swinging rope without being touched. First one by one, then in pairs, then in small groups then the whole group.

PARTNER CHANGE

Half of the group sits in a circle. The other half stands behind one sitting person. Only one person has an empty chair. This person behind the empty chair has to get a partner through blinking to another person sitting on a chair, who will immediately stand up and run to the empty chair. The standing behind person tries to

catch the runaway. If he can, the sitting person stays, if not, he is the one who has to blink.

MESSAGE CIRCLE

Group stands in a circle. Everybody turns to the right and gives a message to the person in front of. After a few minutes direction change.



ENERGIZERS



The idea of base groups is to build small communities to feel safe, to reflect in small groups and to provide the self-organisational needs during the TC.

TASKS OF SELF ORGANISATION

- cleaning
- helping in the kitchen
- breakfast
- evening surprise
- time keeping

TASKS OF REFLECTION

- Expectations on the TC and get to know each other
- personal, organisational and global learning aims of the TC
- Youth work - What is it? What's your relation with it? effects of ERASMUS +
- Report field visit
- Happiness management in the base group

BASE GROUPS



OPEN SPACE

EYE CONTACT

There are a few free chairs, always 2 facing each other, in the room. The participants enter and take a seat. When 2 are in front of each other they start eyecontact for 5 minutes. Then they change places to have another partner. In the end there is an exchange about the experience.

REFLECTION WALK

Participants stand in a line. With every Yes and No-question they go either one step forward or backward. In the final position they reflect and feel about their position. Even the comparison with the others is part of that reflection.

BURNOUT

informal exchange about experiences and healing ways to prevent or treat burnout.

FUNDING

Discussion in group with specialist (more experienced participants) about different examples of funds and fundraising initiatives: party, crowdfunding, art residency, Europ for citizens;



PERSONAL REFLECTION

When we talk about a wellworking self-organisation, we need a well working self. That's why we first offered a few methods to dive a bit more consciously into yourself to get a greater impression of who you really are, what is important for you and where are your limits.

CLOZE TEXT

Purpose: experience the space which is not reality yet, discover your dreams and widen your horizon

Needed: a fiphart with the cloze text, paper, pens

Time: 1h

Description:

Participants fill out the incomplete sentences, come together in small random groups of 5 and share their results and their feeling about their answers.

Questions

1. if i would have enough money i would ..
2. if i would have more courage i would..
3. if i would have more time i would ...
4. if it wouldn't be too late, i would ...
5. if i would only have one more year to live i would ...
6. if i would be able i would ...
7. if i would allow myself i would ...
8. if it wouldn't matter what other people think i would ...

9. if there wouldn't be regulations of what you create, i would ...

10. if i could rule the world i would ...

This exercise makes people come closer to what they really want and to get in touch with other „visions“ which can be inspirative but as well challenging to share such ideas.

CORE COMPETENCE

Purpose: provocate to find the truth, to share the truth, to get to a point

Time: 1 h



Description:

This exercise comes from the shamanic tradition and is used in coaching to explore something like your «call». The participants get together in pairs (A, B). A will ask B 3 questions, repeating each question til getting an answer and listen actively. When finished with the 3 questions, repeats questions again. After 10 minutes they change roles.

The 3 questions

1. What's your ability? Tell me what you're really good in!
2. How do you bring it into this world?
3. Who are you?

After this the group comes together in a circle and each partner presents his/her partner in one sentence.

This exercise is based on the idea that everybody has a specific gift. By focussing on these questions your attention will be brought back to yourself and your gift over and over. With being introduced in the plenum you have the chance to hear what the other person understood and to „stand out“ being presented like this in the group.

For some people it is really hard to talk about their strenghts and theirselves and they feel uncomfortable. It can bring up a process or feelings of shame and resistance. It s important to thematize this fact and underline the aim of really get closer to your core competence and if there is a resistance to look at it.

INTERPERSONAL LEVEL

BOUNDARIES

Nonverbal space-discovery

Moving in space, pay attention to different levels (myself, the others, the space) and «playing» around with it.

*How do I feel? What do I observe?
How much space do I need and how do I interact with space of others?*

AIM: learn about yourself, discover others and space more consciously and get in touch with your own and other private space, social space and borders.

THE NO-GAME

Groups comes together in small groups of 4 persons. One starts to be the „rejector“. The others will try to convince the person to not say NO using different strategies. After 3 minutes they will change the role until everybody was the „rejector“. Afterwards they share their preceptions and experiences.

AIM: Experience yourself saying NO, observe the way you say NO. Realize in which areas it's hard for you to say NO and receive feedback of the group about the way you say NO.

INTERCULTURAL COMMUNICATION

ALBATROSS

A hidden theatre scene:

While the participants are waiting in the seminar room (aka a country called Albatross) the trainers enter the room, dressed up like a king who takes place in the middle of the room at a chair, while his wife sits next to him on the ground. Another persons walks around in the circle looking at the participants and making sounds like HMM and ZSCH at specific people. The king feeds his wife with peanuts and after she touched the ground with her forehead he touches her head.

After the «show» participants are asked what they saw and what they think about this culture. Usally people interprete discrimination of woman, because of sitting on the ground, etc...

explanation:

Tzhe satisfying sound of HMM was meant for people whose feet are on the ground and ZSCH for the ones who have their legs crossed.

The story behind is that the culture of Albatross puts a great honour

on the ground, so that means that people who are allowed to sit on the ground are highly honoured. Thats why they get peanuts as a fruit from the earth. And not sitting with both feet on the ground is like not appreciating the earth. That's why they ZSCH at the people.

Aim: The «show» opens up an exchange about typical patterns of our interpretation and that there is much more under the iceberg than we see.

PAIRPAINTING

The group is separated in 2 and stands in 2 lines back to back. One group is shown one drawing for 5 seconds. The other group another one.

Then the whole group will see another similar drawing to the one before which they have to draw together without talking.

AIM & LEARNING OUTCOME: sensibilisation of different views and misunderstanding because of not knowing what the other thinks.



ORGANISATIONAL LEVEL

FIELD VISIT @ TRIAL&ERROR

Introduction to the place: space, goals, activities in trial&error.

FUNDRAISING KNOWHOW CHECK

The group stand in a circle. There will be YES and NO questions (like: Do you have experience with crowdfunding? Do you have experience with finding sponsors?) Who answers with YES goes forward (more or less). This method gives a quick overview who has which experience.

EXAMPLES OF FUNDRAISING

open discussion and list of different examples how to finance the projects

Simulation of discussion between person who apply for the grant (Arni) and fundgiver (Ruta)

Open discussion about techniques and how to formulate the goals and needs (Arni)

FUNDRAISING TECHNIQUES

Check following answers: Why, Who, Where, How, What, How much? Greenwashing examples of funds and grants.

INTRODUCTION ERASMUS +KA1:

youth workers, EVS, youth exchange, job shadowing, EVS.

WHAT IS IDENTITY?

Group discussion about the topic. Identity of the organisation and projects – examples how to make a good project identity (f. e. Logo, good description of goals and needs) and how to deal with identity – what is relevant. Green washing is an example of building identity of the organization. (Arni)

FINANCIAL AND BUDGET

What do you need for the budget? open question and group discussion

FINANCE MANAGEMENT

Group work. Participants gather in country groups and create poster how they manage to sustain the organisation work. Questions: needs (rent, employment, insurance), resources (funds, personal, any other examples), model of your organisation (funding examples: donations, workshops, municipality erasmus+)

LEADERSHIP STYLES

game session inspired by „Theatre of the oppressed” exercises by Augusto Boal and from contact improvisation.

AIM: observing reaction to different roles in leading and following.

BLIND BUSESSES

one person stands behind another and is the driver, the other one is part of a bus. Introduce how to

steer the „bus”: tapping

on the head = forward,

tapping on left

shoulder = left,

tapping on the

right shoulder = right,

tapping on

the back

= backwards. Not

tapping =

to stop immediately.

Now take

4-5 people

in one bus.

Only the driver

can see (others

have closed eyes).

When the last one receives the tapping from the driver they have to pass it to the front. There will be a delay until orders reach the front. Let people change their positions (let driver move to front), until everybody had a chance to drive. The last driver gets the special task to park the busses in a corner.

---> reflection



FOLLOWING PALMS

leading and following partnerwise
Participants divide in couples. One is leader, other follower. The leader is holding arm in front of the face of the follower, the follower has to follow. After a while the couple switches the positions. Divided in couples, participants repeat the same exercise, just this time, the follower can clap hands and change the roles. This time divided in groups of 3, one person is in the middle, leading the 2 others with his/her palms, people follow the same rules as in tasks nr. 1 and nr. 2. --> reflection

AIM: to reflect upon leading and following partnerships through experience.

BOTTOM-UP AND TOP-DOWN LEADERSHIP - SHARING CIRCLE

ture of the organisations, evaluation of own work

1. Check knowledge and experience about bottomup and topdown organisations.
2. Ask questions to make participants explain, what the challenges and the opportunities of each structures are.

3. Make the concluding question to make sure everyone is on the same basic level of understanding the concepts.

4. Sociometric position: draw a line and ask the group to place themselves according to how they see themselves in their collective.

5. Closing the activity with a feedback round.

AIM: to provide brief introduction in the concept of bottomup and topdown organisations, give space to reflect on the structure of own organisation.

Learning outcome: New method, knowledge and opinion exchange in the group.

DECISION MAKING

Introduction to the different concepts of decision making

- consens
- consent

SOCIOCRACY

because of illness of the expert only a short theoretical introduction.

COOPERATIVE COUNSELLING

Cooperative Counselling (dt. Kolle-

giale Beratung) is a systematic conversation in which a group of 5-10 persons consults each other in different roles (1 case-giver, 1 moderator, consultants) with the help of a preset conversation structure to develop mutual solutions. Every step around 5 -10 minutes. Rules: no discussions, no interpretation, follow the sequence

The conversation structure:

1. Casting (distribution of roles)
2. Case description + possible

key-question (group listens)

3. Comprehension questions
4. Formulating the final key-question
5. Hypothesis of the group (case-giver only listens)
6. Case-giver comments hypothesis (group listens)
7. Collecting solution suggestions (case-giver only listens)
8. Decision (case-giver decides)
9. Feedback on the method

Because of the changing roles per case it follows a cooperative style and uses collective knowledge.



VOLUNTEER MANAGEMENT

Creating posters on following topics in small group work:

- microcosmos of volunteering
- old and new paradigms on how to treat volunteers
- macrocosmos of volunteering

HAPPINESS MANAGEMENT

THE INFLUENCE OF HAPPINESS

1. massage session in couples: try to feel your partner needs and make him/her happy and relax.
2. Kinesiology Test in pairs: our thoughts influence the reaction in the body. When we think about sth. bad, the body reacts weaker. AIM: to see the difference. when we try to keep good moments in memory (harder to push hand down) and bad moment (hand is going down faster);
3. what makes me happy?

Participants take a comfortable positions, close eyes and try to image good moment in their life and visualise what makes them happy. -> Introduction *happiness psychology*

COMITMENT BAROMETER

There's a line in the room. Participants stand on a point of the line regard-



ing the following questions:

- commitment-line: How committed are you to your work?(under, middle, overcommitted)
- stressline: How much do you feel stressed by your given tasks? How much do you feel stressed by your self-given tasks?
- self-estimation-line: How much do you tend to underestimate tasks, challenges or time? how much do you overestimate your own resources?(energy, time, ...) ---> reflection.

HAPPINESS REFLECTION

What makes me happy?

What makes my team happy?
What can I do?

FUTURE AND FOLLOW UP



FUTURE PHANTASY JOURNEY

Everyone take a comfortable position (on the floor, chairs, sofa etc.), close eyes and relax. During the session trainer ask questions: how we image ourselves in the future after the seminar, what was important, what has changed, etc. Tu provide a isionary atmosphere we used incence sticks and music.

„We in 5 years“: participants create common and fictional story about how imagine themselves in 5 years: what happened, how they

developed the ideas for the future cooperation with people from the TC.

AIM: help to visualise our future development after the seminar. Personal evaluation.

LETTER TO MYSELF

Participants are invited to write themselves a letter about what they want to remind themselves wehn they get the letter half year later and with whom they can imagine to collaborate.

CLOSING

BACKVIEW STORYTELLING

group overview on the program from the beginning on by using a fantasy-storytelling method. One starts with a few sentences about how the TC started and the next ones continue till the end.

AIM: To get a nice overview, about all we've done and involve everybody.

SILENT WALK

The group makes a walk through the forest to a certain point. There they are invited to take some time in silence, get in touch with themselves and the nature and discover their actual state of mood: *How does it feel to have done this training course? In which way do I feel enriched? What do I take from this? How do I feel with leaving this place?*

After this the back way will take place in form of a silent walk.

AIM: To calm down the mind, get in touch with own feelings, to provide time to reconsider and process.

SEMINAR EVALUATION

There were 4 different stations:

1. BULL EYE

A poster with a circle divided into different pieces like: content, methods, food, location, trainer, etc... where participants leave a dot regarding on how successful they found it (middle = 100%, outer circle = 0%)

2. MOOD-LINE

A long poster with all days and TC program. Everybody could draw a line how they felt each day.

3. SUNNY SIDES

comments for the good, useful and nice sides of the TC

4. CLOUDY SIDES

comments for the difficult, unexpected and not so useful parts.

AIM: To evaluate different parts of the whole event, to see where are the highest and the lowest feedbacks and to analyse the energy-level.

YOUTHPASS CEREMONY

At the last evening we used the opportunity to handout the Youth Pass in a ceremonial way.



CLOSING



OUTRO

The 2. time that we dove into the topic of self-organisation, together with people of NGOs from all over Europe.

The complexity of work life and modern values these days puts us in front of many challenges. We tried to open up space to discover this world and exchange experiences, try new approaches and learn from each other. We realized that some approaches were quite inspiring for some participants and for others not.

Nevertheless we hope that everybody could take something from that experiences either tools, methods, ideas or new partnerships and a wider network. This handbook shall serve as a remind to all of this.

Yours
Sustainability-Team



Documentation

ERASMUS+ Training Course SustainABILITY 2.0

hands on improvement of selforganised youth collectives

Kulturlabor Trial&Error e.V.
Berlin, spring 2017