



“Be a Mentor”

International training course on mentorship

Gyumri, Armenia

April 1 – 8, 2018



Practical Information

1. General Information about the TC

Gyumri “Youth Initiative Centre” NGO from Armenia and **Bremanger Kommune** from Norway will host a 7-days international training course aiming at empowering mentors in European Voluntary Service to provide adequate learning support to the EVS volunteers, therefore to raise volunteers’ capacity for future employment.

European Voluntary Service is an enormous opportunity for young people regardless of their religion, race, culture, convictions, economic situation, and political affiliation to learn, to live in a new culture, to gain unique experience and have a positive impact on community through their activities. Throughout the whole process of a service a mentor has an important role to empower volunteers in applying their skills and knowledge to real life, in providing learning support and guidance to acknowledge the development of competences for enriching job-related skills and being prepared for the job market. This project is designed to enhance knowledge, transfer instrumental tools and methods to EVS Mentors to work productively with EVS Volunteers in terms of raising their competitiveness in labor market.

Aim: To increase the quality of EVS projects through developing capacities of EVS coordinators and mentors by equipping them with vital methods and tools to support and guide volunteers towards the development of competences for future employment.

Objectives:

To introduce to the participants a wide variety of means and instruments for supporting volunteers’ growth and development process;

To explore tools and methods which help to transfer competences (knowledge-HEAD, skills-HAND, attitude-HEART) gained in the EVS project to further life and enhance employability of ex-EVS volunteers;

To present different tools to reflect on key competences of Youthpass as a recognition of non-formal learning and Europass as an introduction of academic, training and professional accomplishments.

To provide space to the participants to present challenges and share best practices in EVS projects.

To build partnership network and peer learning support for further work on the local and international levels.

The anticipated **impact** of the Training is to ensure higher employability of ex-EVS volunteers due to support and learning acquired in the course of EVS.

Methodology:

The TC is based on the principles of non-formal learning and will fatherly contribute to the recognition of it. The experienced project team will support learning process of participants, and also will help them plan the application of skills and knowledge.

2. Profile of Participants:

The project will bring together 22 participants. Age limits: **18 +**

The participants should meet the following criteria/have the following criteria:

- Involved as an EVS Mentor/EVS Coordinator in EVS accredited organizations,
 - Motivation to take part in a mutual learning process in a very intercultural setting,
 - Good level of English to follow the course and ability to participate fully in the event,
- * European volunteers under the EVS programme are NOT allowed to participate.

! The participants are expected to participate fully in all activities. Unauthorized absence from activities and workshops will not be permitted and will result in cancellation of the travel reimbursements. We would really appreciate energetic and active participation!

Country	Organization	Number of participants
ARMENIA	GYUMRI YOUTH INITIATIVE CENTRE	2
NORWAY	BREMANGER KOMMUNE	2
ESTONIA	MITTETULUNDUSUHING CONTINUOUS ACTION	2
ROMANIA	ASOCIATIA TINERII 3 D	2
POLAND	FUNDACJA AUTOKREACJA	2
GEORGIA	YOUTH ASSOCIATION DRONI	2
UKRAINE	CENTER FOR EUROPEAN INITIATIVES CIVIC ORGANISATION	2
MOLDOVA	INSTITUTUL DE INSTRUIRE IN DEZVOLTARE "MILLENIUM"	2
RUSSIA	Interregional youth social movement of support of voluntary initiatives SFERA	2
ITALY	EURO-NET	2
GREECE	UNITED SOCIETIES OF BALKANS ASTIKI ETAIREIA	2

The selected participants should fill in the following [Participants Registration Form](#) till the 3rd of March, 2018.

3. Project Team

ARTUR NAJARYAN



Project Manager
Armenia

MARIAM GHARAGYOZIAN



Project Coordinator
Armenia

ANDREI-NICOLAE NAPAU



Project Coordinator
Norway

Trainers

MARISHA KORZH



Belarus

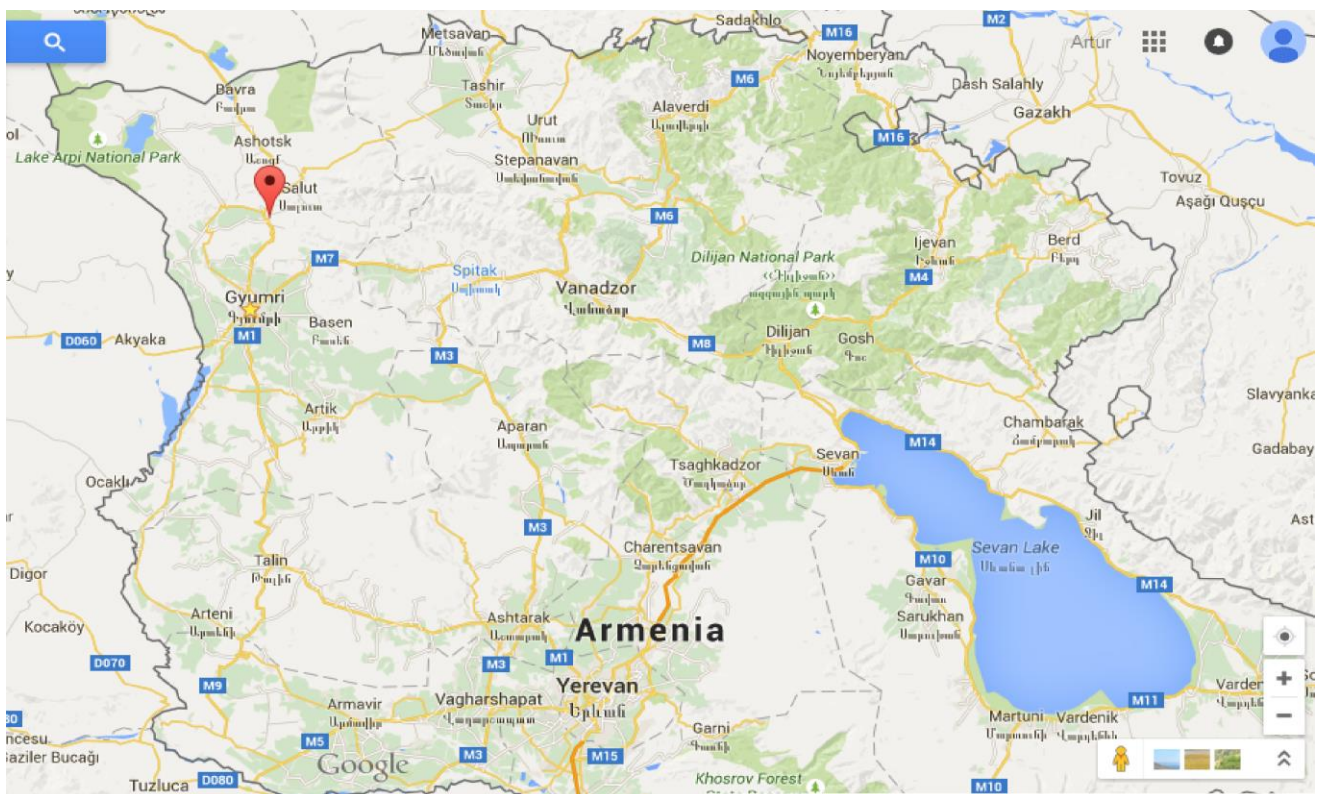
ANNA YEGHOYAN



Armenia

4. Venue & Accommodation

The TC will be held in Gyumri – the city where the hosting organization is based and which is the second city of Armenia. The hotel where the participants will stay is called “Garun”. The training venue is equipped all the necessary facilities and conveniences. The participants will be accommodated in 3-beds and 4-beds rooms. Each room has private bathroom and toilets. Bed linens and towels are provided.



5. Travel:



As soon as you search for suitable flights, please contact us at mariam.gharagozyan@yic.am and napau.andrei@gmail.com to consult on the dates and times of your travel. By getting a **GREEN LIGHT** from the organizers, you are requested to book your tickets.

The travel details should be provided through filling in the following [Google Form](#) in order to be able to arrange your meeting at the airport and transfer to the training venue.

ARRIVAL

Travelling to Yerevan

You should organize your travel to **arrive** in the capital of Armenia on the **1st of April**. According to the travel details provided beforehand you will be picked up at “Zvartnots” International Airports, Yerevan (<http://www.aia-zvartnots.aero>), where one of the organizers with the sign of YIC will be waiting for you at the airport or you will be provided with detailed instructions how to get to Gyumri.

Travelling to Georgia

As soon as you arrive in Tbilisi or Kutaisi you take public transport (in case of Kutaisi-at first a bus to Tbilisi) and from Tbilisi airport you need to take a bus number 37 and get off on Rustaveli street from where a yellow mini-bus number 133 should be taken to **Ortachala bus station**. **From the bus station a mini-bus should be taken towards Gyumri, which departs once a day at 10:30**. You will be met at the Gyumri bus station by the organizers with the YIC sign.

You are kindly asked to be in Gyumri on the 1st of April until 16:00 (4 p.m).

In case there will be too many people flying to Tbilisi we will arrange a mini-bus who will take you to the project venue right from the airport.

DEPARTURE

The participants will be taken to Yerevan or to Tbilisi /according to their flight/ by the organizers. In case you want to stay longer you need to agree that with the organizers in advance (extra days are not covered by the organizers), otherwise your travel costs will not be covered by the project.

In case of emergency or any travel changes, please call **Mariam + 374 77 47 73 82**.

! Note: The above mentioned information regarding your pickups, transfer to the training venue and drop offs is initial. It may be changed depending on the arrival place, time and number of participants. As soon as we have the final list of arrival days and times you will get more detailed and final information via e-mails.

6. Travel Reimbursement:

Reimbursement of travel costs will ONLY be done upon full attendance in the training and presentation of the original tickets with boarding passes and receipt/invoices. **Unauthorized absence from activities and workshops will not be permitted and if happening, may result in the cancellation of travel costs' reimbursements and/or expulsion of the event.**

Reimbursement for the travel costs will be done during the training course.

!! Note: Bring original invoices and tickets, print out e-tickets and keep your boarding passes. Price, currency, name of passenger, date of purchase and travel should be clearly visible on all documents; otherwise we will be unable to reimburse the travel costs.

!!! Note: If you wish to travel on other dates as the project's dates (April 1 – 8), please ask for confirmation before booking the tickets (we accept travel 3 days before the event and 3 days after the event under the condition that no stop-overs are done on the travel).

!!!! Note: Reimbursement will be done in EUR, regardless of the currency indicated on the ticket and receipt/invoice. Any tickets purchased in a local currency other than EUR, will then be converted and calculated accordingly.

To the exchange rate of the month when the tickets were purchased, as stated in the official European Commission website at: <http://ec.europa.eu/budget/inforeuro>.

!!!! Note: The costs of pickups and drop offs arranged by the organizers from and to the respective cities: Yerevan/Tbilisi will be included in the travel and deducted from the overall reimbursement of international travel.

Please see the country-specific travel budget limits given below per person, per country which is given according to Erasmus+ distance calculator: **EC Distance Calculator**

The costs of travel will be reimbursed %100 according to Erasmus+ travel framework maximum up to:

Country	Amount
ARMENIA	20 EUR
NORWAY	530 EUR
ESTONIA	360 EUR
ROMANIA	275 EUR
POLAND	360 EUR
GEORGIA	180 EUR
UKRAINE	275 EUR
MOLDOVA	275 EUR
RUSSIA	275 EUR
ITALY	360 EUR
GREECE	275 EUR

7. Visa:

The participants will not need visa to enter Armenia.

8. Participants' contribution

THE SELECTED PARTICIPANTS WILL BE ASKED TO CONTRIBUTE **25 EURO PARTICIPATION FEE EACH**. The participation fee should be paid by the participant during the project dates in Armenia to the hosting organization. The participation fee is the contribution of each participant to cover the very

small part of the project organizational expenses. The symbolic amount is the participant's contribution in the quality project.

9. Health Insurance

The insurance is the responsibility of the participants; please make sure you are covered with an insurance plan during your stay in Armenia!

10. Things to bring:



to share with the group.

Each national group should present shortly their country and culture during the intercultural evening. Additionally participants may present drinks and food from their country and region and any other items about their country (brochure, pictures, costumes, etc.) that they want



11. Communication:

Sim Cards/Mobile Phones:

In case you need a Mobile/Sim card with Armenian number, please ask for it just after your Passport Control at the airport. There are 3 main operators in Armenia: Vivacell-MTS, U-Come and Beeline. In case you get a local Sim card you'd better choose Vivacell. 😊



Internet Access:

There will be Wi-Fi in the whole hotel building.

12. Money:



The Armenian Currency is called **ARMENIAN DRAM**.

Banknotes: 1000 DRAM; 5000 DRAM; 10000 DRAM; 20000 DRAM; 50000 DRAM and 100000 DRAM.

As Coins DRAMS in low sum are being used, such as 10 DRAM, 20 DRAM, 50 DRAM, 100 DRAM, 200 & 500 DRAM.

If you want to see the specimens of banknotes and coins access the web site: <http://www.cba.am>

Approximate exchange rate is:

1 USD = app. 470 AMD

1 EUR = app. 530 AMD

In the shops US dollars and Euros are not taken. However there are many places you may exchange money in. The ATMs are widely spread. However the interest is taken for cashing if using ATM. In public transport and local shops, they take just cash.

13. Weather



In April the weather is rather warm evenings can be cold and windy. Have some warm jackets and clothes with you. It may also be rainy and cloudy, so jackets are a must!! For an accurate information on the weather, make sure you look up the weather in Gyumri www.bbc.com/weather.

14. Public Transport:



Public transports accept only cash in Armenia. The approximate cost of transportation:

Type	Cost
City bus or "marshutkas"	100 AMD
Taxi (in the city)	100-120 AMD per 1 km

15. Contact Information:

If you need help, have questions or need further information please contact:

On behalf of the hosting organization YIC

ARTUR NAJARYAN

Mobile: + 374 55858307

E-mail: artur.najaryan@yic.am

MARIAM GHARAGYOZYAN

Mobile: + 374 4102 10 14

E-mail: mariam.gharagyozyan@yic.am

Regarding travel reimbursement details, please contact **ANDREI-NICOLAE NAPAU**

(on behalf of the applicant organization Obcanske sdruzeni Zemekoule)

E-mail: napau.andrei@gmail.com

Have a nice trip 😊

See you in

