

FOLLOW THE  
**LEADER**

TYKOCIN MAY 14-21 2024

**INFOPACK**



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Youth Human Impact

# WHO ARE WE?

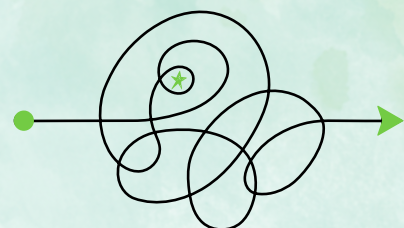
Youth Human Impact Association is an organization that gives young people creative opportunities for self-education and personal development in order to find a passion for acting. We strive to arouse among our members the entrepreneurial attitude and sense of initiative. We organize educational projects both in Poland and abroad. We work in an unconventional way and focus on non-formal education.

Youth Human Impact Association places a strong emphasis on educating youth in its activities. We build and give opportunities to gain knowledge and skills that are not offered in the traditional school system. We give them the opportunity to gain knowledge and skills that will be used by them in everyday life: private and professional. In this way, we create the opportunity to enter the job market more easily. We always involve young people in our activities while struggling with various obstacles: geographical, economic, social.

We believe that everyone is equal and has the same right to acquire knowledge and education.



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# GENERAL INFO ABOUT THE PROJECT

The Follow the Leader project educates youth workers, especially those in non-governmental organizations, on team management and effective Project Management. Participants gain skills in areas like team **management, communication, leadership, problem-solving, and decision-making**. The project starts with identifying key managerial traits through SWOT analysis, evaluating communication skills. Emphasis is placed on time management, planning, delegation, and fostering positive team relationships. Individual assessments guide the creation of personalized managerial development plans, encompassing goals, actions, training, and mentoring.

The project explores innovative management methods for continuous improvement. Managers learn various approaches such as democratic, autocratic, situational, and transformational management, understanding their pros and cons. Stress management techniques, time management, and work-life balance are addressed. The project promotes a holistic approach to skill enhancement, ensuring managers leverage strengths and address areas for development.



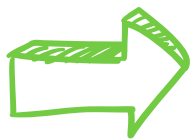
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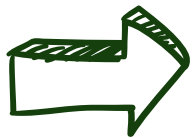
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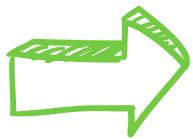
# PROJECT'S AIMS



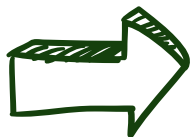
Definition of key qualities of a good manager, including leadership, communication, and management skills.



80% increase in knowledge in communication, 60% in leadership skills, and 70% in time management.



80% increase in knowledge in problem-solving, situational analysis, and effective decision-making



Development of team-building skills, including empathy and fostering a positive work atmosphere



Creation of 30 personalized managerial development plans for participants



Creating 5 workshop scenarios for non-governmental organizations worldwide.



Preparation of a manual "Follow the Leader" which will contain knowledge and exercises to develop the skills of a good manager in an NGO



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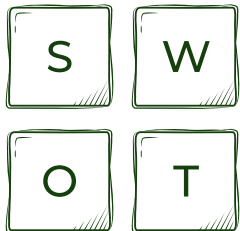


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# ACTIVITIES

During the Follow the Leader project, various activities and processes will take place to educate and develop youth workers, especially those in non-governmental organizations, in team management and effective project management. Here are several key actions and processes to expect during the project:



The project begins with identifying key managerial traits through a SWOT analysis, evaluating participants' communication skills. This process allows for the identification of strengths, weaknesses, opportunities, and threats related to team management.



**Communication Skills Development:** A significant emphasis is placed on developing communication skills, which are crucial for effective team management. Participants learn techniques for effective interpersonal communication and ways to address potential communication challenges.



**Time Management and Planning:** An essential aspect of the project is learning effective time management and action planning. Participants learn methods for planning, delegating tasks, and monitoring progress in the project, aiming to increase team productivity.



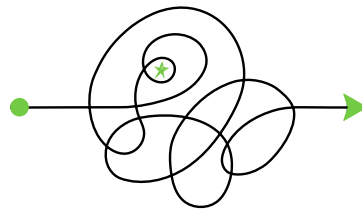
**Individual Assessments and Development Plans:** Based on individual assessments, each project participant receives a personalized managerial development plan, including goals, actions, training, and mentoring. This approach allows for a focus on the individual needs and skills of each participant.



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# PARTICIPANT'S PROFILE



IF:

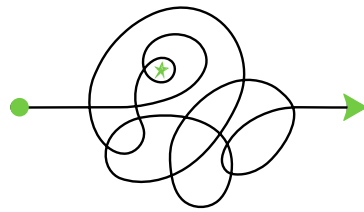
- you are youth worker
- you want to be a good manager
- you lack the right skills to be a good manager
- you are creative, determined and committed
- you are motivated to participate in the project
- you are ready for intensive days filled with activities from morning to evening
- you are open to working in an international team
- you know English at least on a basic level, you can speak and write English freely



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# ACCOMMODATION

## HOTEL VILLA REGENT TYKOCIN

ADDRESS :ul. Sokołowska 3, Poland

**YOU WILL BE ACCOMMODATED IN 2-3-4 PEOPLE IN A ROOM  
(WE WILL KEEP IT SAME SEX, BUT DIFFERENT COUNTRIES)**

**YOU WILL BE OFFERED 3 MEALS PER DAY (BASED ON YOUR  
DIETARY)**



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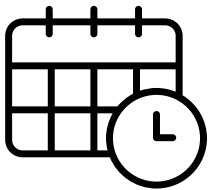
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# TRAVEL ARRANGEMENT



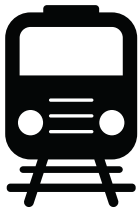
Participants are expected to do their best to organize a GREEN TRIP - by bus, train or carpooling. Please contact participants from your national team to check the possibilities.



We meet on May 14 at **8 pm (evening)**.



The meeting point is **Białystok train station**. From there there will be a private bus which will take you to the hotel in Tykocin.



For those travelling from Warsaw, there is a train at **16:40** from Warszawa Centralna (Warsaw train station) to Białystok. Tickets to buy **here**.

On the  
way  
back:

- 21st May at 08:00 a private bus will take you to Białystok
- at 09:00 take a train from Białystok to Warsaw
- Buy the ticket at the following web page



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# TRAVEL REIMBURSEMENT

Before you buy tickets please **consult the choice with us!**

We are waiting for your **travel plan to Poland till the 5th May**

Send it to the email address **magdalenakoniecko.yhi@gmail.com** and consult with the sending organisation.

Travel costs are reimbursed under the condition of participation in all activities up to 90 days from the date of receipt by Youth Human Impact of the results of the project dissemination activities, and a complete set of documents such as travel reimbursement forms and original tickets.

Only class II or Economy Class tickets are eligible for reimbursement of costs. Taxi, car are not eligible for reimbursement.

You must send us a plan of your trip and a confirmation of your purchase, otherwise, we may treat it as a cancellation of your participation.

- Come and return from/to only from the country you represent.
- In case of green travel (carpooling, train, bus) you have extra two days for the travel. If you go green you will need to fill out the extra statements.
- Travel reimbursement will be sent to one account (to the sending organization or group leader) - not individually.



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# TRAVEL REIMBURSEMENT

10 euros of the travel reimbursement costs are used for bank fees and administrative issues. This amount is deducted once from **ONE TRANSFER**. If we are making you one transfer for the whole group from a particular country then we only subtract this amount once. If you are a group of 3 people from one country it comes out that from each of you we deduct about **3EUR**. This amount **DOES NOT** stay with us in the organization. It is taken away by bank charges and accounting.

From each person we allocate 10 EUR for the cost of hiring an expert for the project.

5 EUR is extracted for the private bus ride to the HOTEL .

Green travel means travelling with **bus, carpooling or train** only.



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# PREPARATION OF THE PARTICIPANTS

- it is mandatory to have an ID or a passport before travelling in order to be able to cross the border
- if you take photos and there is a possibility to bring a camera, it will be very nice!
- preparation of a multicultural evening: presentation about your country, national music, food, snacks, drinks, dancing, games, quizzes.
- prepare at least 3 short energizers/games; each national team will be asked to lead energizers during the project.
- if you can, bring a laptop. it may be helpful with some workshops.
- stay updated on the WhatsApp group - if there is a need to prepare something else for the project we will inform you

Follow the Leader - TC in Poland  
Grupa WhatsApp



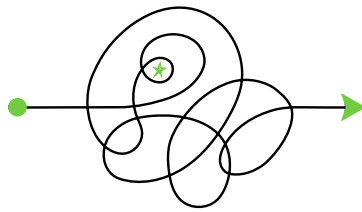
[link to the project group](#)



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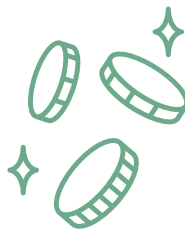


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# POLAND TIPS OR WHAT TO TAKE WITH YOU



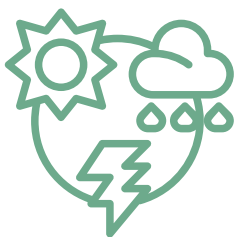
As a member of the European Union, Poland has agreements for the recognition of insurance systems. Those who possess a European insurance card should therefore be covered for illness and accidents in the same way as they are in their country, please bring with you EHIC (European Health Insurance Card).



You can pay with the card, but make sure to exchange some cash in the so called "KANTOR" - currency exchange office. As there will be no options to do it in Nowogród.



In Poland, there is a total ban on drinking alcohol in public places such as railway stations, parks, streets. Breaking this law threatens the mandate of the altitudes of 150 zł = 35 euro. In Poland, there is also a ban on smoking in public places such as cinemas, theatres, railway stations, airports, and bus stops.



Before coming to Poland, check the weather. One day we have sunny, the other day it can rain. Take appropriate clothing.



Once you have approved your participation, you will receive an application form, and you must complete it till **30/04/2024**.



There will be cultural evenings during the project. Before arrival, prepare a quick presentation (20 min) about your country. Take your flag and national symbols, some food and drinks.



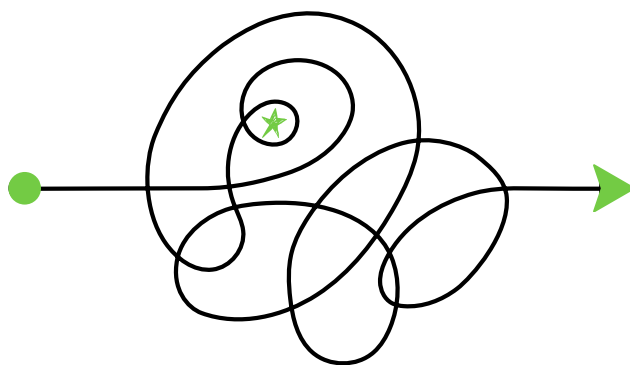
Please bring the laptop, make sure you have at least one per group, as we will be working on them



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See you in  
**POLAND**



Website

[www.youthhumanimpact.com](http://www.youthhumanimpact.com)



Phone

(+48) 503 171 041



Email Address

[projects.yhi@gmail.com](mailto:projects.yhi@gmail.com)



Facebook

[@youthhumanimpact](https://www.facebook.com/youthhumanimpact)

Instagram

[@youthhumanimpact](https://www.instagram.com/youthhumanimpact)



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**With any question you can also contact  
with project coordinator or coordinator  
assistant by e-mail:**



**PROJECT COORDINATOR :**

**MAGDALENA KONIECKO  
MAGDALENAKONIECKO.YHI@GMAIL.COM**



**PROJECT COORDINATOR ASSISTANT**

**MARTA LOPKA  
MARTALOPKA.YHI@GMAIL.COM**



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