

Erasmus+KA1

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# CHANGE LIVES OPEN MINDS

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Training Programme 2019-2020



## TABLE OF CONTENTS

•	<b>INTRODUCTION</b>	<b>3</b>
•	<b>COURSES</b>	<b>4</b>
	<b>Leadership and Management</b>	<b>5</b>
	1. Project management: Successful team = successful project	6
	2. Project management: Risk, change, and stakeholder management in projects	9
	3. Empowerment and motivation in education	12
	<b>Design Thinking</b>	<b>14</b>
	4. Design Thinking in education	15
	<b>Personal &amp; professional development</b>	<b>17</b>
	5. Social and vocational activation of adults at risk of marginalization	18
	6. Career coaching for young people	20
	<b>Well-being</b>	<b>22</b>
	7. «Between body and mind» – stress management	23
	8. Work Life Balance for Educators	26
	9. Seniors' mental wellbeing for educational organisations	28
•	<b>WHO WE ARE</b>	<b>31</b>
	Information about the course providers	
•	<b>OUR SUPPORT</b>	<b>34</b>
	How to apply	

## INTRODUCTION

### «Change lives, open minds»

We are a collaboration of two educational organisations: M-Powered Projects from Ireland and PlinEu from Poland that share one common value. We believe that education is fundamental to empowering the current and future population of the European Union and to promoting growth, employability, social equity and inclusion.

As such we have come together to offer those working or interested in lifelong learning, continuous development and education a series of courses via the Erasmus+KA1 programme.

As our common motto, we have chosen CHANGE, based on one of the main goals of the Erasmus+ programme – «Change lives, open minds».

Our educational offer is focused on adult and youth professional and personal development. We offer 9 different 5-day long courses aimed at training the trainers and individuals who are looking to complement their existing skill sets.

Our courses cover Leadership and Management, Design Thinking, Personal and Professional Development and Well-being.

They will be run in scenic and inspiring locations in three countries: Ireland, Poland and Spain over the course of the next 2 years.

Along with the excellent educational offer and state-of-the-art teaching methodologies we include in our programmes outdoor activities allowing our participants to experience the local culture and nature.

We also offer professional support helping our client organisations to prepare and submit their Erasmus Plus KA1 applications.

We encourage you to explore the power of education and personal development, to share good practices among your colleagues and co-workers, and bring back knowledge to your communities, organisations and ecosystems.

We challenge you to inspire and get inspired, to change lives and open minds.

Please get in touch!

**M-Powered Projects & PlinEU**

# COURSES

# COURSES

**Leadership  
and Management**

**COURSE TITLE:**

# **Project management: Successful team = successful project**

**Communication, team building and conflict management in projects**

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**DATES:**

21-25/10/2019

4-8/11/2019

**LOCATIONS:**

Krakow, Poland

Derrynacleigh, Leenane, Ireland

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**CERTIFICATES:**

- Europass Mobility Certificate
  - Certificate of Obtained Competences
  - Certificate of Completion
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**LANGUAGE:** English

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**COURSE DESCRIPTION:**

During this 5-day course, you will learn how to develop multicultural teams, organise project meetings, resolve conflicts and ensure effective communication.

**What is waiting for you:**

**Interactive workshops**

We offer 0% boring PowerPoint presentations and 100% fun, interaction, and guaranteed effective tools.

**Project Management handbook**

You will develop your own project management handbook. It will help you to implement the knowledge you gain to establish a practical management system and a set of robust processes in your organisation for ensuring project success.

**Project management workbook & box**

Our custom-designed M-Powered project management workbook and activity box will provide you with a practical knowledge, exercises, and fun! It will also provide an outline for the training of staff that did not participate in the courses.

Methodology is based on Project Management Institute's standards, but with a focus on European projects.

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**This course features:**

- Outdoor activities (such as hiking, cycling, and climbing) in the morning and project management workshops in the afternoon. We believe that physical activity opens up the mind and creativity!
  - Practical project management tools presented in the M-Powered box, which you will test through our workshops and bring home to share with your colleagues.
  - Networking with people from all over Europe who work on similar projects.
  - Relaxation and reflection in one of the most beautiful places in Ireland and Poland.
- 

**COURSE PLAN:**

**Day 1:**

- European projects, programmes, and portfolios
- Project life-cycle and timeline
- Introduction to Project Management Handbook

**Day 2:**

- What are geographically dispersed teams
- Task delegation
- Team building techniques
- Key to successful project meetings

**Day 3:**

- Team development phases
- Motivation
- Management and leadership styles

**Day 4:**

- Communication blockers in a multicultural team
- Tips for creating a good communication plan
- Giving meaningful feedback

**Day 5:**

- Building rapport with project team members
- Conflict management strategy

Every day, there will be an outdoor challenges organised to stimulate participants' creativity.

**Follow-up:**

After returning home, participants will prepare the Project Management Handbook with the support of M-Powered trainers via two Skype mentoring sessions.

**Benefits for the participants:**

- Learn how to ensure effective communication in your projects, develop multicultural teams, organise project meetings and resolve conflicts.
  - Learn methods to reduce tension in a project team and increase understanding and logical, objective decision-making.
  - Develop leadership skills.
  - Gain more confidence, enjoyment, and satisfaction from your work.
  - Improve English language competences.
  - Increase motivation and satisfaction in daily work
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**THIS COURSE IS FOR:**

anyone who is engaged in projects, whether you work in the social, education, or non-profit sector.

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**COURSE FEE:** € 490

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**TRAINER:**

**Marzena Wiczorek** – Project Management and Design Thinking trainer. Marzena Wiczorek is a qualified Project Management Professional®, with more than ten years of experience leading full project lifecycles and motivational programmes for a wide range of international organisations. She is an author of EU project management course materials and related educational games.

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**COURSE TITLE:**

## **Project management: Risk, change, and stakeholder management in projects**

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**DATES:**

24-28/02/2020  
9-13/03/2020

**LOCATIONS:**

Derrynacleigh, Leenane, Ireland  
Krakow, Poland

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**CERTIFICATES:**

- Europass Mobility Certificate
  - Certificate of Obtained Competences
  - Certificate of Completion
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**LANGUAGE:** English

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**COURSE DESCRIPTION:**

During this 5-day course, you will learn how to identify and respond to changes and risks in projects and how to build relationships with stakeholders to maximise the effect of your dissemination and exploitation strategies. After the course, you will be more empowered to take on the challenges associated with transnational cooperation.

This course is complementary to another M-Powered course, Successful team = Successful project, which we recommend you to take first. However, completion of Successful team = Successful project is not mandatory to participate in this course, and you can take each on a standalone basis if your interests are in one specific area of project management, e.g. human resources or risk management.

**What is waiting for you:**

**Interactive workshops**

We offer 0% boring PowerPoint presentations and 100% fun, interaction, and guaranteed effective tools.

**Project Management handbook**

You will develop your own project management handbook. It will help you to implement the knowledge you gain to establish a practical management system and a set of robust processes in your organisation for ensuring project success.

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### **Project management workbook & box**

Our custom-designed M-Powered project management workbook and activity box will provide you with a practical knowledge, exercises, and fun! It will also provide an outline for the training of staff that did not participate in the courses.

Methodology is based on Project Management Institute's standards, but with a focus on European projects.

### **This course features:**

- Outdoor activities (such as hiking, cycling, and climbing) in the morning and project management workshops in the afternoon. We believe that physical activity opens up the mind and creativity!
- Practical project management tools presented in the M-Powered box, which you will test through our workshops and bring home to share with your colleagues.
- Networking with people from all over Europe who work on similar projects.

Relaxation and reflection in one of the most beautiful places in Ireland and Poland.

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### **COURSE PLAN:**

#### **Day 1:**

- Change management in projects
- Preventive and corrective actions

#### **Day 2:**

- Identifying risks
- Risk respond strategies
- Case studies

#### **Day 3:**

- Identifying the stakeholders and building relationships with them

#### **Day 4:**

- Dissemination and exploitation strategies with engaged stakeholders
- Case studies

#### **Day 5:**

- Development of a tailor-made Project Management Handbook

Every day, there will be an outdoor challenges organised to stimulate participants' creativity.

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**Follow-up:**

After returning home, participants will prepare the Project Management Handbook with the support of M-Powered trainers via two Skype mentoring sessions.

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**BENEFITS FOR THE PARTICIPANTS:**

You will learn how to:

- Identify and respond to risks in an international project environment
- Ensure high quality of project processes and results
- Respond to changes in your projects
- Identify and manage stakeholders

Other benefits include, more confidence, enjoyment and satisfaction from your work and improved English language competences.

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**THIS COURSE IS FOR:**

anyone who is engaged in projects, whether you work in the social, education, or non-profit sector.

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**COURSE FEE:** € 490

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**TRAINER:**

**Marzena Wiczorek** – Project Management and Design Thinking trainer. Marzena Wiczorek is a qualified Project Management Professional®, with more than ten years of experience leading full project lifecycles and motivational programmes for a wide range of international organisations. She is an author of EU project management course materials and related educational games.

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**COURSE TITLE:**

## **Empowerment and motivation in education**

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**DATES:**

**30/03-3/04/2020**

**LOCATIONS:**

**Galway, Ireland**

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**CERTIFICATES:**

- Europass Mobility Certificate
- Certificate of Obtained Competences
- Certificate of Completion

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**LANGUAGE: English**

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**COURSE DESCRIPTION:**

This course is designed for professionals working in educational organisations: teachers, trainers, coaches, but also administrators and managers. Participants will discover what drives and motivates them and how they will be able to use this knowledge in their professional and personal life. Moreover, they will learn basics of Chi Gung (a holistic system of coordinated body posture and movement, breathing, and meditation used for health, spirituality, and martial arts training) and empowerment tools, which they will be able to use in their work, with colleagues and learners.

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**COURSE PLAN:**

**Day 1: Discovering Drive and Motivation I**

- A technique to contact the unconscious mind of the self and others
- The questions to ask and the process of asking questions to uncover what a student/trainee/trainer truly wants to do, say or be
- Skills developed: Communication, understanding unconscious drives, questioning skills

**Day 2: Core Integration**

- This advanced technique allows the practitioner to resolve deep issues powerful enough to shift core values
- Skills developed: Values hierarchy, therapeutic change, resolving stuck states, emotional state control

**Day 3: Discovering our Drive and Motivation II**

- Advanced techniques used to find out information hidden from consciousness
- Skills developed: Communication, relaxation techniques, behaviour change

**Day 4: Chi Gung and Refreshing Sea Swim**

- A test of strength, endurance, and will
- Skills developed: Group bonding through activity, energy training, motivational techniques

**Day 5: Recap of Week**

**Follow-up:** After returning home, participants will be mentored by an M-Powered trainer to disperse their knowledge within their organisations. There are two mentoring sessions via Skype planned.

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**BENEFITS FOR THE PARTICIPANTS:**

- Greater understanding of motivational and empowerment techniques which can be implemented in working and professional life
  - Development of communication and questioning skills
  - Knowledge of energy training techniques
  - Increased opportunities for professional and career development
  - Improved foreign language competences
  - Increased motivation and satisfaction in daily work
  - Wider European network
  - Personal development
- 

**THIS COURSE IS FOR:**

teachers, trainers, coaches, but also administrators and managers

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**COURSE FEE:** € 490

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**TRAINER:**

**Diarmuid Lavelle** is a full-time therapist and trainer with 20 years of experience. He has given many seminars and presentations to international companies such as Coca-cola, Boston Scientific, PPC World Wide, Telecom, and Galway Mayo Institute of Technology. He holds a MA on Cognitive Behavioral Therapy and a degree from the National University of Ireland. His many qualifications are drawn from solution-oriented therapies, and he is a 4th Dan black belt instructor of Aikido, a non-aggressive, non-competitive martial art. He is a published author of many articles on health and psychology.

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# COURSES

**Design Thinking**

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**COURSE TITLE:**

## **Design Thinking in education**

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**DATES:**

**23-27/09/2019**

**23-27/03/2020**

**LOCATIONS:**

**Krakow, Poland**

**Derrynacleigh, Leenane, Ireland**

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**CERTIFICATES:**

- Europass Mobility Certificate
  - Certificate of Obtained Competences
  - Certificate of Completion
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**LANGUAGE: English**

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**COURSE DESCRIPTION:**

Design Thinking is an innovative, dynamic and human centered approach to learning, cooperating and problem solving. During the course you will get to know and experience design thinking as a structured framework for identifying challenges, developing potential solutions, refining and testing ideas. Design Thinking can be flexibly implemented in an educational environment, serving equally well as a framework for course design or structure for an activity or group project.

During this 5-day course you will have the chance to gain knowledge about the background of design thinking good practices but also to experience both tools and methods used on each DT stage and the whole process.

The participants will be exposed to different types of icebreakers and energizers, including outdoor challenges.

An additional advantage of this course is the opportunity to meet people from similar European organisations and to expand your professional networks and your scope for potential future partnerships.

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**COURSE PLAN:**

**Day 1:**

- Why we are here and who we are? - Introduction and integration
- How we would like to work? - Group contract development
- Benefits of Design thinking method? - good practices of DT

**Day 2:**

- Experience DT process – workshop
  - Stage 1. Empathize– how to start DT process? – tools of insights development
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**Day 3:**

- Stage 2. Define – how to diagnose the needs? – work with different inspiring tools
- Stage 3. Ideate – how to boost creativeness? – effective brainstorming

**Day 4:**

- Stage 4 – Prototype – how to implement the ideas? – three methods of prototyping
- Stage 5 – Test – how to get a feedback? – art of giving and receiving feedbacks

**Day 5:**

- Whole day Design Thinking workshop – practice, experience and reflection.

Every day, there will be an outdoor challenges organised to stimulate participants' creativity.

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**BENEFITS FOR THE PARTICIPANTS:**

- Competences to conduct workshops and processes using the DT method
  - Specific tools for carrying out each stage of the DT process
  - The opportunity to practice moderating and using DT tools to work with a group
  - Increased opportunities for professional and career development
  - Improved foreign language competences
  - Increased motivation and satisfaction in daily work
  - Wider European network
  - Personal development
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**THIS COURSE IS FOR:**

European managers, coordinators and administrators, trainers, teachers.

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**COURSE FEE:** € 490

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**TRAINERS:**

**Katarzyna Piecuch** – Design Thinking certified moderator. She specializes in projects development and management using innovative and inspiring methods. Her main ambition is to translate innovative ideas into real actions. Katarzyna accumulated her knowledge and skills while working in the business and public sectors in Poland and abroad. 20 year professional experience has given her an opportunity to coordinate projects she is passionate about, to fundraise for actions she believes in, and to train those who are open to changes and challenges.

**Marzena Wiczorek** – Project Management and Design Thinking trainer. Marzena Wiczorek is a qualified Project Management Professional®, with more than ten years of experience leading full project lifecycles and motivational programmes for a wide range of international organisations. She an author of course materials and games.

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# COURSES

**Personal & professional  
development**

**COURSE TITLE:**

## **Social and vocational activation of adults at risk of marginalization**

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**DATE:**

**13-17/04/2020**

**LOCATION:**

**Krakow, Poland**

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**CERTIFICATES:**

- Europass Mobility Certificate
  - Certificate of Obtained Competences
  - Certificate of Completion
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**LANGUAGE: English**

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**COURSE DESCRIPTION:**

A passive attitude and the mechanism of learned helplessness can lead to exclusion in the modern labour market. The only certain thing is that everything is changing faster and faster. Therefore, it's much more difficult nowadays to reach a state of stability, security and influence on one's own professional life. It's much easier to cope if a person is proactive which means not waiting for what another day brings and not limiting oneself to just reacting towards changes but rather taking deliberate actions to prepare for changes or to prevent them or, at best, to shape his/her future according to his/her own values and desires.

The concept of the training is based on positive psychology and assumption that the development of proactivity is not the only one but the key element in the process of social and professional activation.

In this workshop we consider the underlining teaching methods which enables us to create a learning-friendly space, to experience and practice new skills which facilitate building good relations, raising awareness and searching for one's own, efficient solutions.

We have included in the program various training tools and methods; however, we have built into the programme an element of flexibility and the ability to adjust the exercises to each group's specifics.

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**COURSE PLAN:**

**Day 1:** Introduction, basic theoretical assumptions: the concept of man, the concept of the world of work, assumptions about the role of "adviser" in the process of activation, methods and goals to achieve; areas of work in the process of

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activation: knowledge about yourself, knowledge about the world of work, applying effective strategies.

**Day 2:** Building a relationship based on trust and security, motivating and coaching methods and tools e.g. work on the line of life, discovering and organising resources, setting goals.

**Day 3:** Four stages of the decision-making process; practical exercises e.g. working out a plan of action.

**Day 4:** Practical exercises e.g. overcoming difficulties; development of programs.

**Day 5:** Implementation: how will I use new knowledge and skills in my work summary.

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#### **BENEFITS FOR THE PARTICIPANTS:**

- Getting to know and practicing new methods, coaching and counseling tools
  - Getting to know and practical application of tools to motivate and support change
  - Greater self-awareness as a counselor
  - Exchange of experiences with other participants
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#### **THIS COURSE IS FOR:**

Trainers, coaches, adult teachers, social workers, career counselors.

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**COURSE FEE:** € 490

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#### **TRAINERS:**

**Jolanta Nosal** – psychologist, trainer, coach and vocational counselor. She has 25 years of experience in training, consulting and coaching work with people (over 15 thousand hours). Since 1996, she has been carrying out training projects for labour market institutions, social welfare and non-governmental organisations. She specialises in the issues of a balanced professional and personal development as well as social and professional integration of groups at risk of social exclusion and the labour market.

Since 2005, she has been working on projects aimed at social and vocational activation of adults at risk of exclusion.

**Sylwia Tałach-Kubas** – human resources manager, trainer, mentor, business consultant. Has 15 years experience in career and personal development trainings, related among others to work-life balance, career management and entrepreneurship. Delivers trainings for diverser groups: unemployed people, young entrepreneurs, women reintegrating to labour market; working both for business and NGOs sector. Completed many courses related to adult education among others: International Certificate in Training, Learning and Development (Matrik and Pearson Edexcel); Train the trainers certificate „Career Manager”; „Activate Inactive” program on motivating unemployed people.

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**COURSE TITLE:**

## **Career coaching for young people**

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**DATE:**

**25-29/11/2019**

**LOCATION:**

**Krakow, Poland**

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**CERTIFICATES:**

- Europass Mobility Certificate
  - Certificate of Obtained Competences
  - Certificate of Completion
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**LANGUAGE: English**

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**COURSE DESCRIPTION:**

Nowadays people repeatedly, at various stages of life, face the necessity of making professional choices. This is due to the very fast pace of changes in the labour market in terms of the demand for competences as well as the lack of employment stability.

That is why it is important to teach people how to make choices and look for their own ideas for work. For this demand, the answer is provided by Educational Method. This method was created in the 20th century in Canada, where it was used in counselling for students. In Europe, it has been developed especially in France and in Poland where it is successfully used in working with people of all ages and different situations eg. different level of education. The educational method was created on the basis of positive psychology and in many dimensions is associated with the coaching methodology. The method is open but stream of thoughts based on the following pillars:

1. A humanistic concept assuming that an individual has all the elements needed to solve his/ her problem, but may temporarily need external support to effectively mobilize resources.
2. Human development takes place in constant interaction with the environment and it is necessary in the orientation process to consider the context in which the individual operates.
3. Just as the world changes, so man develops throughout his life and cannot be treated as a static and determined once and for all phenomenon.

The role of the adviser in this method is to help the client in using and pooling the competencies necessary to solve his personal or professional problem and to make his/her own decisions.

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### COURSE PLAN:

**Day 1:** Introduction to basic theoretical assumptions: four theoretical pillars of educational counselling; building professional relationship in the process of counselling.

**Day 2:** Methods of operation and areas of work in an advisory relationship: four stages of decision making; role and tasks of the adviser; client tasks. Advisory conversation: conversation stages, analysis of customer needs, types of questions, exercises used at specific stages of the process.

**Day 3:** Exercises and tools used in individual work.

**Day 4:** Exercises and tools used in work with group.

**Day 5:** Implementation: how will I use new knowledge and skills in my work; summary.

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### BENEFITS FOR THE PARTICIPANTS:

- Getting to know and practicing new methods and counselling and coaching tools.
  - Getting to know and practical application of tools to motivate and support change process.
  - Greater self-awareness as a counsellor, trainer, teacher, social worker etc.
  - Exchange of experiences with other participants
- 

### THIS COURSE IS FOR:

trainers, coaches, adult teachers, social workers, career counsellors

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**COURSE FEE:** € 490

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### TRAINERS:

**Jolanta Nosal** – psychologist, trainer, coach and vocational counsellor. She has 25 years of experience in training, consulting and coaching work with people (over 15 thousand hours). Since 1996, she has been carrying out training projects for labour market institutions, social welfare and non-governmental organisations. She specialises in the issues of a balanced professional and personal development as well as social and professional integration of groups at risk of social exclusion and the labour market.

Since 2005, she has been working on projects aimed at social and vocational activation of adults at risk of exclusion.

**Marzena Wieczorek** – Project Management and Design Thinking trainer. Marzena Wieczorek is a qualified Project Management Professional®, with more than ten years of experience leading full project lifecycles and motivational programmes for a wide range of international organisations.

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# COURSES

**Well-being**

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**COURSE TITLE:**

## «Between body and mind» – stress management

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**DATE:****9-13/09/2019****LOCATION:****Krakow, Poland**

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**CERTIFICATES:**

- Europass Mobility Certificate
- Certificate of Obtained Competences
- Certificate of Completion

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**LANGUAGE: English**

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**COURSE DESCRIPTION:**

The labour market is changing drastically. Limitless work and the domination of information technology are examples of the most common tendencies challenging both organisations and individuals.

Having to cope with too many stimuli and the difficulties of finding a work life balance mean that we need to develop **effective strategies to cope with stress**.

The concept of this training is based on cognitive behavioral psychology complimented by a mindfulness based attitude. The course is offered as a set of workshops enabling participants to upgrade their awareness on how to improve their own stress management and how to include “handling stress contents” in your adult education practice. The Programme consists of basic theoretical knowledge on stress mechanisms enriched by many techniques including: relaxation techniques; mindfulness meditation; and physical activities based on yoga, qi gong and outdoor activities. In addition to these body-centered methods of coping with stress, the programme offers a range of cognitive tools increasing self-confidence and improving positive thinking (e.g. work with automatic thoughts and beliefs or exercises on personal resources). Additionally you will benefit from the unique location of the training – in the center of Krakow city combined with the opportunity for additional outdoor activities and sightseeing.

The core of the programme is beneficial for both employees of your organisation who suffer from stress or are looking to prevent burnout as well as for trainers who want to upgrade their competencies and learn new contents and techniques.

We adjust the content of programme to the specific needs of each particular group for example: managers, career counsellors, teachers. Particular activities and exercises are also matched to the level and needs of particular group.

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### **COURSE PLAN:**

- Day 1:** Introduction and presentation of the group; integration; identification and analysis of individual stressors and coping styles; basic theoretical assumptions referring to stress (definitions, mechanism of the stress, types of stress response etc.); practical exercises (relaxation techniques).
- Day 2:** Short term stress – maximizing benefits, reducing costs; introduction to mindfulness; practical exercises – short term stress handling techniques; instruments for the detection of stress-associated problems.
- Day 3:** ‘Stress in action’– challenging city game; case study to individual stress management; development of your own resources to support effective stress management – positive inner monologue, affirmations and personal resources awareness increasing; building healthy habits.
- Day 4:** Developing long term stress management strategies (life/work balance); body and emotions – practical exercises on relaxation, mindfulness; outdoor activities in the Krakow area. Mind – supportive thinking vs. limiting beliefs – self-talk analysis and changing.
- Day 5:** Identification of areas for change, first steps on doing and undoing/ceasing after training, success indicators, planning next steps; Sharing chosen techniques with other participants (getting feedback ); summary.
- 

### **BENEFITS FOR THE PARTICIPANTS:**

- Systemized and expanded knowledge on stress mechanisms and greater understanding of individual stress responses to stress.
  - Ability to deliver training in the area of well-being and stress management.
  - Expanding knowledge about healthy living: factors reinforcing and weakening physical and psychological condition, interactions between body-mind-emotions, influence of diet and physical activity.
  - Knowing and applying relaxation and stress releasing techniques.
  - Ability to manage one’s own energy and group energy.
  - Getting to know tools supporting positive thinking , self-esteem and self-confidence
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### **THIS COURSE IS FOR:**

managers, team leaders as well as adult trainers, social workers, career counsellors.

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**COURSE FEE:** € 490

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**TRAINERS:**

**Agnieszka Dudka** – psychologist, trainer, mentor. Has 12 years experience in working with people (both individuals and groups, including groups at risk of social exclusion, young and adult):counselling, consulting, sociotherapy and training. Main areas of her professional interest and activity are: development of social skills, Communications, strengthening personal resources, managing emotions and stress. Among others, she has completed the following courses: ‘Emotional communication and Energy Training Course’, ‘Life Balance Course’, Building Competences for coaching ages 50+based on Healthy Active Living for Seniors and the Work Life Balance approach, ‘Mindfulness in the training process’, ‘Innovative Trainers competences in working with young and seniors’.

Member of PLinEU association.

**Sylwia Tałach-Kubas** – human resources manager, trainer, mentor, business consultant. Has 15 years experience in career and personal development trainings, related among others to life balance, mindfulness and stress management. Delivers trainings for divers groups: employees, unemployed persons, young entrepreneurs and seniors, and also University workers and trainers; working for both the business and NGOs sector. She has completed numerous courses related to adult education and life balance programes, among others: International Certificate in Training, Learning and Development (Matrik and Pearson Edexcel); Train the trainers certificate for „Healthy Active Aging for seniors”(Muenster University); : ‘Emotional communication and Energy Training Course’, Proactivate; Mindfulness Based Stress Management Programme (Kwantum).

Practices yoga and qigong. Member of board of PLinEU association for 7 years, member of PLinEU for 14 years.

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**COURSE TITLE:**

## **Work Life Balance for Educators**

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**DATE:**

**7-11/10/2019**

**LOCATION:**

**Tenerife, Spain**

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**CERTIFICATES:**

- Europass Mobility Certificate
  - Certificate of Obtained Competences
  - Certificate of Completion
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**LANGUAGE: English**

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**COURSE DESCRIPTION:**

Work Life Balance (WLB) is an idea that we mainly hear about in relation to the business sector, where it has become a priority in recent years due to the positive impact it has on productivity and, therefore, profit. However, in non-commercial sectors, including education and development, the importance of balancing work and personal life continues to be overlooked. As a result, lack of WLB is one of the leading causes of professional burnout among educators.

In response to this, we have developed a course that will, on the one hand, help participants to find their own individual balance in their professional and personal lives and, on the other hand, present a replicable model for establishing a WLB programme in schools and education centres. Our approach is hands on and is designed to stimulate imagination and creativity, while also providing practical tools for you to use in your WLB implementation plan. The course includes energising activities and outdoor challenges which puts into practice some of the WLB principles we will learn about.

By participating in the course, you will also have the opportunity to meet with other people working in similar fields throughout Europe, expand your professional network, and build opportunities for potential partnerships.

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**COURSE PLAN:**

**Day 1: Who are we and why are we here? Introduction and initiation**

- How would we like to work? Group contract development
  - Work Life Balance: What does it mean? Is it real? Good practices of WLB strategies
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**Day 2:** Work Life Balance from an individual perspective

- Values Map – how values determine our choices
- What WLB means to me. How can I plan it and effectively adjust over time?

**Day 3:** Time management tools supporting WLB

- Tool box

**Day 4:** Work Life Balance – discovering solutions for educational organisations

- Design Thinking jam to generate ideas for innovative WLB solutions for education organisations

**Day 5:** Planning Work Life Balance strategies

- From divergence to convergence – how to implement the ideas we came up with the day before

Every day, there will be an outdoor challenges organised to stimulate participants' creativity.

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**BENEFITS FOR THE PARTICIPANTS:**

- Competences to plan and implement individual WLB
  - Specific time management tools supporting WLB
  - Competences to develop WLB strategy for education organisations
  - The opportunity to practice the Design Thinking methodology
  - Increased opportunities for professional and career development
  - Improved foreign language competences
  - Increased motivation and satisfaction in daily work
  - Wider European network
  - Personal development
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**THIS COURSE IS FOR:**

European managers, coordinators and administrators, trainers, teachers and educators.

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**COURSE FEE:** € 490

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**TRAINER:**

**Katarzyna Piecuch** – Work life balance and Design Thinking moderator. She specializes in projects development and management using innovative and inspiring methods. Her main ambition is to translate innovative ideas into real actions. Katarzyna accumulated her knowledge and skills while working in the business and public sectors in Poland and abroad. 20 year professional experience has given her an opportunity to coordinate projects she is passionate about, to fundraise for actions she believes in, and to train those who are open to changes and challenges.

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**COURSE TITLE:**

## **Seniors' mental wellbeing for educational organisations**

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**DATE:****10-14/02/2020****LOCATION:****Krakow, Poland**

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**CERTIFICATES:**

- Europass Mobility Certificate
  - Certificate of Obtained Competences
  - Certificate of Completion
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**LANGUAGE: English**

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**COURSE DESCRIPTION:**

European society is getting older and older. There are many dedicated programs available supporting physical activity for elderly people, but it is not enough to guarantee the high quality of their life during retirement. As many seniors suffer from social exclusion they are at great risk of depression or apathy. Thus healthy active aging programs should include and develop contents concentrating on mental wellbeing of seniors.

The concept of this training is based on cognitive behavioral psychology combined with mindfulness based attitude. The objectives of the course is to prepare the trainers to support seniors in changing their habits for more healthy and active. The objectives of the program for seniors are: carrying out relevant health practices, strengthening of personal and social resources, especially referring to psychological resources. The course program is focused on getting to know many practical tools & methods that can be used to reduce stress and anxiety and to manage emotional state, among others: numerous relaxation techniques and breath exercises, mindfulness techniques, yoga & qi gong, mood meter.

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**COURSE PLAN:**

**Day 1:** Introduction and presentation of group; integration exercises, basic theoretical assumptions (CBT model, changing one's health behaviour or lifestyle model); practical exercises – relaxation techniques.

**Day 2:** Introduction to basic knowledge of mindfulness ; practical exercises to improve body perception and manage energy (based on mindfulness and qi gong); using timeline to detect positive experiences.

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**Day 3:** Analysis & development of own resources supporting effective mind and emotional management; setting up affirmations; practical exercises – relaxation techniques and meditation, concentration techniques.

**Day 4:** Developing healthy strategies referring to diverse areas of life; half day outdoor in Krakow or area including some physical activity.

**Day 5:** Practicing mindful eating; practice in delivery of relaxation techniques and meditation; Summary.

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#### **BENEFITS FOR THE PARTICIPANTS:**

- Understanding of assumption of cognitive behavioral model and mindfulness
  - Improved awareness of body and mind connection
  - Improved body perception and ability to relax
  - Upgraded competences in delivering relaxation and meditation techniques
  - Upgraded ability to adapt and react to stress
  - To be familiar with mental techniques as well as exercises and apply them in seniors' education and activation
  - Ability to deliver social support regarding mental well-being
  - Competencies in promotion of social integration of seniors
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#### **THIS COURSE IS FOR:**

adult educators specialised in seniors educations, seniors' Universities teachers, sport instructors delivering trainings for seniors, elderly care workers.

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**COURSE FEE:** € 490

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#### **TRAINERS:**

**Diarmuid Lavelle** is a full-time therapist and trainer with 20 years of experience. He has given many seminars and presentations to international companies such as Coca-cola, Boston Scientific, PPC World Wide, Telecom, and Galway Mayo Institute of Technology. He holds a MA on Cognitive Behavioral Therapy and a degree from the National University of Ireland. His many qualifications are drawn from solution-oriented therapies, and he is a 4th Dan black belt instructor of Aikido, a non-aggressive, non-competitive martial art. He is a published author of many articles on health and psychology.

**Sylwia Tałach-Kubas** – human resources manager, trainer, mentor, business consultant. Has 15 years' experience in career and personal development trainings, related among others to life balance, mindfulness and stress management. Delivers trainings for

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diverse groups: employees, unemployed person, young entrepreneurs and seniors, and also University workers and trainers; working both for business and NGOs sector. Completed many courses related to adult education and life balance programmes, among others: International Certificate in Training, Learning and Development (Matrik and Pearson Edexcel); Train the trainers certificate for „Healthy Active Aging for seniors”(Muenster University); completed Mindfulness Based Stress Management Programme (Kwantum); Planning and delivery of development programs for elderly people (Proactivate).

Practices yoga and qigong. Member of board of PLinEU association for 7 years, member of PLinEU for 14 years.



**Who we are**  
**Information about the course providers**



**We are a team of professionals who help organisations to design and manage innovative projects, products, and services. We're experts in empowerment and in project management, project writing, and product development using the Design Thinking Method.**

Have you participated in a project that was going nowhere? Projects in which the results were poor and team cooperation was frustrating? We bet you have. We see many more bad examples of project management than good in all types of organisation.

At M-Powered Projects, we have developed easy-to-implement methods and tools that will help you to improve your project work and create innovation, whether in a social, education or business environment.

We also improve companies' international strategies. We help reinforce cooperation with partners from other countries and increase quality in preparation, implementation, monitoring and follow-up of international projects.

Gaining project management knowledge and international qualifications can be very expensive and time consuming. Unfortunately, most managers of European projects just rely on their intuition. They learn from the successes and failures of colleagues, and they follow grant givers' guidelines. Although it is important to manage projects according to legal requirements, it is equally crucial to know how to manage communication, stakeholders, quality, risk, and change. Otherwise, projects cannot be properly implemented and there is no room for effective exploitation of results. Moreover, it has a negative effect on project managers' motivation and work satisfaction.

At M-Powered Projects we address these challenges by providing courses and support in implementation of project management systems.

**Let us M-Power you!**

[www.m-powered.eu](http://www.m-powered.eu)

**M-Powered Projects**



**We strive to ensure that everyone has the opportunity to achieve real fulfillment in their personal, social and professional lives. We motivate and inspire people to seek individualised solutions for balancing their personal and professional lives. We support organisations that operate in the spirit of providing equal opportunities and thus contribute to the development of our society.**

**PLinEU Association participates in projects and supports Work Life Balance initiatives.**

## **WHO WE ARE?**

European Advisors' Association PLinEU is a pioneer non-governmental organization from Krakow, which elaborates, promotes and implements innovative methods of vocational education training for unemployed people based on Life Balance idea. We have assisted more than 2000 persons, 500 organizations and businesses. We have successfully completed many social projects mainly in the area of Life Balance assistance. In our work, we continue to search for the best ways to activate and support those who are eager to be active in the labour market and are in the process of long life learning.

## **WHAT IS OUR APPROACH?**

Human being develops throughout life and coping with life in the contemporary world requires active and involved attitude and action. We teach how to shape this kind of attitude and in our training programs we apply approach which is based on the following assumptions:

Using innovative methods to develop proactive attitude and to support people in the change processes, life quality improvement and balanced development on each life stage.

Holistic approach to human life is crucial for us. When working with people we take into account their physical, emotional, mental and spiritual aspects of functioning. We assume that between all those life components there is a tight dependency and it's hardly possible to treat them separately.

Another pillar of our activity is systemic approach which explains social phenomena by means of networks of relations, links and interactions as opposed to linear explanations e.g. cause and effect. Human beings stay in constant interaction with the world and in a given context.

One of the main pillars of our work with people is empowering and appreciative approach. People are actors and agents of their lives, they have choice and free space. There is a positive intention behind each action and development takes place on every stage of life.

Decision making process is important because not only do we respect people's autonomy but we also teach to make choices as a key competence which is the basis for building proactive attitude.

[www.plineu.org](http://www.plineu.org)  
[www.facebook.com/PLinEU](https://www.facebook.com/PLinEU)



# **Our support**

## **How to apply**

## CLIENT SUPPORT

Writing a successful project application is not easy. Our team of experienced project writers would like to support you.

Completing the application process with our assistance is much easier than doing it on your own, guaranteeing you a higher success rate of being approved for funding.

### HERE IS WHAT YOU NEED TO DO:

1. Choose the courses you would like your staff to attend.
2. Contact Marzena Wieczorek from M-Powered Projects: [marzena@m-powered.eu](mailto:marzena@m-powered.eu)
3. We will guide you through your project application. We will also provide you with the text you need for the course descriptions.
4. Apply for a PIC number if your organisation does not have one:  
[https://ec.europa.eu/research/participants/portal/doc/call/fp7/fp7-ict-2011-9/32118-obtaining\\_pic\\_and\\_ecas\\_en.pdf](https://ec.europa.eu/research/participants/portal/doc/call/fp7/fp7-ict-2011-9/32118-obtaining_pic_and_ecas_en.pdf)
5. Prepare the project application.
6. Send it to us for final evaluation.
7. Submit the application to your National Agency by 5 February 2019.

For more information contact:

**Marzena Wieczorek**

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