



**KA1 – MOBILITY OF INDIVIDUALS**

**2018-3-EL02-KA105-004504**



**EMPLOYABILITY  
BOOST  
LABORATORY**

**Trikala, 27/8-5/9/2019**

**Trikala, Greece**

**August 2019**



Co-funded by the  
Erasmus+ Programme  
of the European Union



## ABOUT THE PROJECT

The project "Employability Boost Laboratory" is a residential Training Course that will take place in the city of Trikala, Greece, between 27<sup>th</sup> of August to 5<sup>th</sup> of September 2019, with the participation of 8 partner organizations from Greece, Italy, Spain, Portugal, Croatia, Bulgaria, Romania and Poland. The project will include 24 youth workers and youth leaders (3 participants per country), 2 trainers and 2 support staff.



## SUMMARY

The training is designed for youthworkers, employees, members or partners of youth organisations and will be focused in the topics of entrepreneurship and employability. Aim of the project is to connect the knowledge and experience of the partner organisations and the need for support of the young people of their communities that are searching for employment with the help of the NGOs.

The participants, with the use of non formal education methods, will go through an experiential path of the full process of searching for employment, starting with evaluation of their qualifications, searching for the appropriate job offer, the compilation of CV and cover letter, building a professional profile in social media, job interview and ending with the negotiations of the working conditions. Furthermore, they will be familiarized with the main EU initiatives and programmes stimulating employability of young people – Youth Guarantee and EURES.

# OBJECTIVES

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The most important needs that have to be met by youth workers, and therefore, the objectives of the project, are:

- to provide the participants with the basic knowledge and skills for the labor market and practical aspects for finding employment,
- to get acquainted with the Youth Guarantee Program and its promotion methods for young people,
- to increase the quality of the actions of organizations working with young people, and contribute to the reduction of youth unemployment,
- to strengthen the cooperation among organisations
- To promote the Erasmus+ Programme and its opportunities.

In order to reach the aforementioned objectives, the training will combine different kinds of non-formal learning modules, based on games, introductory lessons, group works, professional lecturers and public dissemination events.



## PARTNERS

Partner Organisation	Country
<a href="#">Civil Education &amp; Training Platform - Hellas</a>	Greece
<a href="#">Central European Trainers Platform</a>	Poland
<a href="#">CET Platform Italy</a>	Italy
<a href="#">Civilna, Educativna i Transparentna Platforma</a>	Croatia
<a href="#">2+2 Asociacion</a>	Spain
<a href="#">Conexão Jovem</a>	Portugal
<a href="#">IYAC Bulgaria</a>	Bulgaria
<a href="#">Asociatia Super Tineri (ASIRYS)</a>	Romania

## PARICIPANT'S PROFILE

The project is directed to employees, members, volunteers or external partners of the sending organisations that are actively involved in the activities of these organizations or directly working with young people (Youth Workers, Trainers of non formal education). They will be selected by the sending organizations based on their interest in this precise topic.

The participants should be:

- Actively involved, volunteering, working or cooperating with the partner organizations;
- Able to communicate fluently in English;
- Aged over 18 years old;
- Highly motivated and committed to attend and actively participate in the full duration of the course.

Anyone interested to apply for the project, please contact the partner organizations in order to follow their selection process.

## VENUE

The Training Course will take place in the city of Trikala, in the Region of Thessaly in Greece. The municipality of Trikala is a very safe and historically and touristically interesting provincial area in Central Greece.





## The City

The city of Trikala has been recognized as the first digital city in Greece, had been awarded with the EUROPEAN MOBILITY WEEK 2015 award and many European actions and projects have taken place there, such as CITY MOBIL 2, sport events etc and has been also awarded in the Tourism Awards 2016 as the best destination within the borders of Greece for families' visits.



This is the [official website](#) of the municipality of Trikala where you can find some more information and [here](#) you can read 5 reasons why you should visit us anyway! And be sure that there is more to explore and discover!

## Accommodation

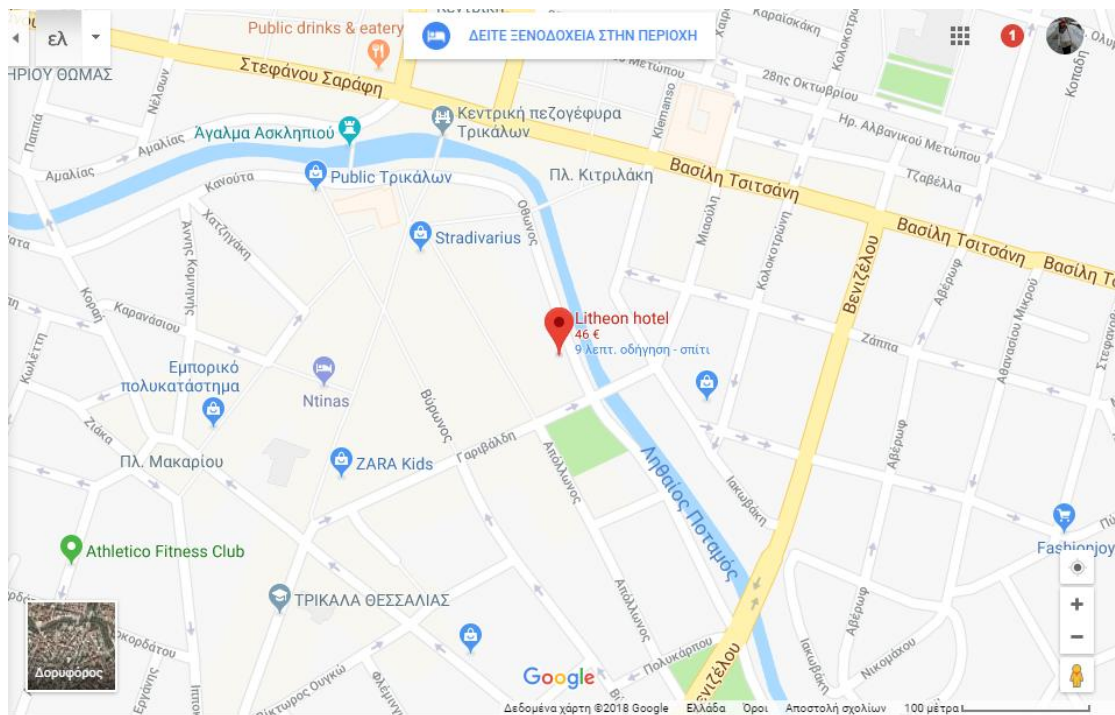
The participants will be hosted in [Hotel Litheon](#), in the city center, in double or triple rooms.

All the rooms have private balcony, mini bar, TV, air-conditioning and free WiFi. Linens, towels and toiletries will be provided.



## Location of the hotel

Click on the picture



## Training venue

The sessions of the training course will be held in [“Tsitsani’s Museum”](#) (old prison), just 150m from the hotel.



**Tip:** Read [here](#) the history of the museum

## TRAVEL DIRECTIONS

For the most of the participants the best option to reach Greece is via flight route, landing in Athens (Airport “Eleftherios Venizelos”, ATH) or Thessaloniki (Airport “Makedonia”, SKG).

The city of Trikala is located about 327 km and 214 km away from Athens and Thessaloniki respectively.

**NOTE: Keep in mind** that you have to be at Trikala on 27<sup>th</sup> August the latest at 18.00 (local time), so as to book your tickets accordingly. Please consult us to help you find the best possible itinerary in order to reach the destination.

## How to reach Trikala?

- **From Athens:**

If you land in Athens you can come to Trikala either by bus or by train.

**By Bus from Athens:**

From Athens International Airport you can take the bus No X93 to the Bus Terminal KTEL LIOSSION. It leaves every 20 minutes just outside of the arrivals, you can buy the ticket (6,00 €) in the ticket kiosk at the exact point. From bus terminal KTEL LIOSSION there you can take a bus to Trikala. You can buy the ticket on the spot, or



even better online, since this way you will make sure you will find a seat at the time that is more convenient for you. Here is the [BUS TIMETABLE](#)

### **By Train from Athens:**

From Athens International Airport you can take the Suburban train (Proastiakos) to the train station STATHMOS LARISIS (or LARISA STATION). Another way to reach the train station STATHMOS LARISIS is via Metro (Line 3 from the airport to the stop SYNTAGMA and there you change to Line 2 and get out in STATHMOS LARISIS). The cost of the ticket in both cases is 10,00 €. From the train station you can get to Trikala, according to the following [TRAIN TIMETABLE](#). You can also buy train tickets online.

- **From Thessaloniki:**

If you land in Thessaloniki you can come to Trikala either by bus or by train.

### **By Bus from Thessaloniki:**

From Thessaloniki International Airport you can take the bus No 78 to the Bus Terminal KTEL MAKEDONIA. It leaves every 20 minutes just outside of the arrivals, you can buy the ticket (2,00 €) in the ticket kiosk at the exact point. The bus terminal is the last stop, you cannot miss it (18 stops after the airport). From bus terminal KTEL MAKEDONIA you can take a bus to Trikala. You can buy the ticket on the spot, or even better online, since this way you will make sure you will find a seat at the time that is more convenient for you. Here is the [BUS TIMETABLE](#).

### **By Train from Thessaloniki:**

From Thessaloniki International Airport you can take the bus No 78 to the Train Station NEOS SIDIRODROMIKOS STATHMOS (or OSE). It leaves every 20 minutes just outside of the arrivals, you can buy the ticket (2,00 €) in the ticket kiosk at the exact point. Your stop is just 2 stops before the bus station (16 stops after the airport). From the train station you can get to Trikala, according to the following [TRAIN TIMETABLE](#). You can also buy train tickets online.

## LOGISTICS (BOARD AND TRAVEL EXPENSES)

### Board

Full board will be provided, 3 meals plus 2 coffee breaks per day. The food will be mainly according to Mediterranean diet and typical Greek cuisine. **Vegetarian** and **vegan** options can also be arranged, since Greek cuisine is rich in vegetarian and vegan dishes and this will not be a problem. All the meals will be served in the hotel restaurant, while the coffee breaks will be in the training venue.

### Travel Expenses

The travel expenses will be reimbursed according to the general rules of the Erasmus+ programme and the distance calculator, at **maximum** travel costs as following:

180 Euros – Bulgaria

275 Euros – Italy, Croatia, Poland, Romania, Spain

360 Euros – Portugal

There will be no travel reimbursement for Greek participants coming from Trikala, while for participants coming from other parts of the region (over 10 km away from the city) or other parts of Greece there will be reimbursement of their travel expenses.

The reimbursement will be done on real travel costs, meaning that you will have to provide us with **all** the original tickets (including boarding passes for flights, as the booking confirmations are not enough), receipts, invoices, etc. **Taxi fares** cannot be reimbursed.

All eligible travel costs will be reimbursed via bank transfer in each partner organisation's bank account after the end of the training course (for which is required full attendance), after the participants provide their original tickets and fill their personal report from European Commission.

**Do not** buy any travel tickets before consulting for your itinerary and fares with the project coordinators of the partner organizations or with us. As a rule all the tickets must be bought in Economy Class and the most reasonable travel option should be chosen.

If you need to travel out of official travel dates (2 days before or after the project) you need to take approval first. Tickets out of the official dates, purchased without approval from the organizers will not be reimbursed.

**NOTE:** The organizers cannot provide food or accommodation before or after the project dates. We will be willing though to provide you with information and suggestions regarding the city and the surrounding area.

## HEALTH INSURANCE

Please make sure that coming to the project you have a valid health insurance!

Please make sure that your health insurance makes it eligible to have a medical treatment abroad. This is absolute **must** in order to join the project.

You can obtain [European Health Insurance Card](#) for free (only for EU citizens) or buy a travel insurance of your choice, covering potential medical needs.

Costs regarding health insurance are not reimbursed by the hosting organisation.

## VISA INFORMATION

Among the countries participating in the project, Visa is required for citizens of none of them to enter Greece. The participants coming from all the EU countries can enter the country using a valid identity document (Identity Card or Passport).\*\*

***(\*\*residents of all the above countries, not holding a passport or ID of those countries mentioned, will have to follow visa policy that applies in the [countries](#) that they hold passports from)***

## OTHER INFORMATION

### Currency

The currency used in Greece is Euro (€). For residents of countries not using Euro, please exchange the amount of money that you estimate that you will need for personal expenses before coming to Greece, because exchanging offices that you could use DO NOT exist. Or you can withdraw the money the amount you think you will need from an ATM, there are many in the center of the city.

### What to bring?

- Light summer clothes and shoes, as the average temperature in August in Trikala is about 33 °C.
- **All the original tickets** of the entire trip, invoices/receipts, boarding passes (their delivery is absolutely necessary for you in order to get your travel reimbursement).
- Promotion materials, brochures, etc. from your organization.
- Something typical from your country (or personal culture) such as food, drinks, music, traditional objects, flags, fliers, promotion materials etc., or whatever else you want to share with all of us during the intercultural events.
- Your motivation, inspiration, good energy and will for work and cooperation.

### Language and Useful Expressions

The language spoken is Greek and we use our very own Greek alphabet. But this shouldn't scare you, because you will not use the expression "It's all Greek to me!" very often. Most of the people speak English and since we are a touristic country you will meet speakers of more other languages like Italian, German, Spanish, Russian etc.

Useful words and expressions in Greek are:

Ευχαριστώ! (Efcharistó) – Thank you!

Παρακαλώ (Parakaló) – Please / You are welcome

Καλημέρα (Kaliméra) – Good morning

Καλησπέρα (Kalispéra) – Good afternoon

Καληνύχτα (Kaliníhta) – Good night

Συγγνώμη (Signómi) – I am sorry

## CONTACTS

For any questions you can contact us in the following emails:

Organisations's mail: [greece@cetplatform.org](mailto:greece@cetplatform.org)

Email for volunteers/applicants: [cetgrvolunteers@gmail.com](mailto:cetgrvolunteers@gmail.com)

There will also be another email especially for the project and emergency phone contacts for the selected participants, along with a Facebook group where more information will be launched and we can be introduced to each other before the activity.

**We are looking forward to hear from you!**

*The team of CET Platform - Hellas*