



PROGRAMME

TITLE: Capacity Building Program for Partners of Western Balkans Youth Cooperation Platform (WBYCP)

PLACE: Online – please check Guide for participants, and have also paper and pen with you

DATES: Modul I: **11 - 12 May 2020** and
Modul II: **14 - 15 May 2020**

TRAINER: Aleksandra Gligorovic

ORGANIZER: Cooperation and Development Institute

IN COOPERATION WITH: Hanns Seidel Stiftung

PARTICIPANTS: 1 Board Member and 1 Secretariat Member from:

- National Youth Congress of Albania,
- National Youth Council of Macedonia,
- National Youth Council of Serbia,
- High School Students Union of Montenegro,
- Kosovar Youth Council,
- Bosnia and Herzegovina Association for United Nations.

GUIDE SHEET: ONLINE PARTICIPANT

Helpful tips before joining your online group to ensure the best possible experience

CHECK YOUR TECH | Getting on top of the technology really helps

- **Get Zoom:** Install Zoom on your device (it's free) - <https://zoom.us/support/download>
- **Test Call:** Before joining the call, make sure you've checked that your connection, audio and video all work: <http://zoom.us/test> (note: using headphones can help).
- **Use Link:** The webinars have ID meeting: **556 765 9803** and Password: "**wbycp2020**". You can access the meetings in this link: <https://bit.ly/zzeBuqm>
- **Join Audio:** When you join the call, you may need to activate audio to hear and be heard. You can find this option in the bottom left next to the microphone symbol.
- **Mute Audio:** We recommend you mute audio when not speaking. If you want to speak and your microphone has been switched off by the host, use the "raise hand" option.
- **Gallery View:** To switch between Gallery View (seeing everyone) and just the speaker or presentation, click the option in the top right corner (Speaker/Gallery view).
- **Your Space:** Pick somewhere to join the call that is comfortable, has good internet connection and has minimal distractions. Sit by a wall for a less busy background too.



MODUL I

DAY I 11 May 2020	
<u>14.00 - 15.30</u>	<p><u>Webinar 1: WBYCP AND US</u></p> <p><i>Main goal is to strengthen networking on individual and organizational basis among WBYCP members and increase level of knowledge on team building.</i></p> <p>Guest speakers:</p> <ul style="list-style-type: none"> - Klaus Fiesinger, Regional Director for Southeastern Europe of Hanns-Seidel Foundation - Krisela Hackaj, Executive Director of Cooperation and Development Institute
<u>15.30 - 16.00</u>	BREAK
<u>16.00 - 17.30</u>	<p><u>Webinar 2: NETWORKS AND COALITIONS IN YOUTH WORK</u></p> <p><i>Main goal is to increase level of knowledge about purpose and benefits of networks and organizational and network management styles, and understand the difference between coalitions, alliances and networks – especially in the context of advocacy.</i></p> <p>Guest speakers:</p> <ul style="list-style-type: none"> - Mirela Rajkovic, Executive director of South East European Youth Network

DAY II 12 May 2020	
<u>14.00 - 15.30</u>	<p><u>Webinar 3: ADVOCACY STEPS AND STRATEGIC PLANNING PROCESS AND QUESTIONS</u></p> <p><i>Main goal is to understand differences between advocacy and other similar concepts and improving participants' knowledge about key elements of advocacy campaign and preparation of its' strategy.</i></p> <p>Guest speaker:</p> <ul style="list-style-type: none"> - Lidija Brnovic, Sustainable Development Goals specialist
<u>15.30 - 16.00</u>	BREAK
<u>16.00 - 17.30</u>	<p><u>Webinar 4: FORMULATING MESSAGE, SELECTION OF COMMUNICATION CHANNELS</u></p> <p><i>Main goal is to increase level of knowledge of participants about the formulation of advocacy message and importance of the appropriate selection of communication channels, and using internet and social media for advocacy purposes.</i></p>



MODUL II

DAY III 14 May 2020	
<u>14.00 - 15.30</u>	<p><u>Webinar 5: CREATING ADVOCACY PLAN</u></p> <p>Main goal is to develop with participants the template for planning of national and international advocacy actions, that they can use for practical assignment and developing their own plans until the next webinar.</p>
<u>15.30 - 16.00</u>	BREAK
<u>16.00 - 17.30</u>	<p><u>Webinar 6: NEGOTIATION AND LOBBY SKILLS, AND ADVOCACY TIPS AND TRICKS</u></p> <p>Main goal is to increase level of knowledge of participants about negotiation and lobby skills, and provide space for sharing different experiences on what works/what doesn't work in advocacy.</p> <p>Guest speaker:</p> <ul style="list-style-type: none"> - Danijela Vujošević, Ministry of Sports and Youth - Directorate for Youth

DAY IV 15 May 2020	
<u>14.00 - 15.30</u>	<p><u>Webinar 7: PRESENTATION OF ASSIGNMENT RESULTS OF CREATING ADVOCACY PLAN</u></p> <p>Main goal is providing space for participants to present their drafts of the advocacy plans and give peer and trainer feedback to it.</p>
<u>15.30 - 16.00</u>	BREAK
<u>16.00 - 17.30</u>	<p><u>Webinar 8: ORGANIZATIONAL DEVELOPMENT AND SUSTAINABILITY</u></p> <p>Main goal is to increase level of knowledge of participants on planning and developing fundraising tactics.</p> <p>Guest speaker:</p> <ul style="list-style-type: none"> - Tanja Bjelanovic, EU TACSO 3

