Teaching Guide for Youth workers

How to use effectively the training materials developed within *SELF-E project* in work with Young People

The aim of the Teaching Guide is to introduce the Youth Worker the developed within the project training materials for work with the Young People. This Guide will support Youth Workers in organizing and managing the social mentoring on lifestyle self-employment (LSE) process with Young People.

Important!!! Before starting to work with Young People, it is important to read this Teaching Guide till the end as this will help you get acquainted with the developed training materials, recommended training plan and how to work with online tools.

For the e-learning the developed online platform, presented as a webpage in the Internet www. http://self-e.lpf.lt, is used. The platform consists of two parts – E-toolkit for Youth Workers and learning environment for Young People (see Picture No.1).

Picture No. 1

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The E-toolkit for Youth Workers consists of two parts (see Picture No.2):

- the first part is dedicated for youth worker as a learner. The main aim of this part is to help youth worker to learn how work with the developed SELF-E Training course.
- the second part is dedicated for youth worker as a teacher with the main aim to introduce him the developed within the project training materials for work with the youth learners.

Picture No. 2

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For equipping the Youth Worker with the tools for the work with Young People, the E-Toolkit's part for teachers is used, consisting of three parts:

- Teaching Guide
- PPT presentations for the face-to-face sessions
- Mentoring and Teaching tools.

The Teaching guide consists of the instructions for Teachers-youth workers on how to use the training materials developed within SELF-E project in work with Young People.

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In the part "PPT presentations for the face-to-face sessions" five PPT presentations developed for the face-to-face mentoring sessions with Young People are provided:

- presentation for the 1st session – initial mentoring meeting.
- presentation for the 3rd session – deepening knowledge in the classroom on the first thematic area.
- presentation for the 5th session – mid-term monitoring and deepening knowledge on the second thematic area.
- presentation for the 7th session – deepening knowledge in the classroom on the third thematic area.
- presentation for the 9th session – final mentoring meeting.

All the presentations consist of some theoretical material on the topic, the suggested exercises for work in the classroom with the learners on deepening their knowledge on the topic and the homework for the next online session.

Additionally:

- the presentation for the 1st session includes the short presentation of SELF-E training course and mentoring on LSE process, introduction of: the lesson-mentoring sessions' plan, the online tool for the assessment of learners' competences and Learner's guide.
- the presentation for the 5th session presents the set of the questions used for mid-term monitoring of the mentoring on LSE process.
- the presentation for the 9th session introduces the steps for the finalising the mentoring on LSE process.

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The part "Mentoring and Teaching tools" consists of the set of tools developed within the project. These tools are the templates used within the mentoring on LSE process in order to ensure the smooth work with young people:

- Suggested Teaching Plan.
- Mentee's Profile.
- Mentoring Contract.
- Mentee's personal goals and objectives.
- Mentees' group goals and objectives.
- Mentoring session plan.
- Mentoring Diary.
- Monitoring initial questionnaire for Mentee.
- Monitoring questions for final discussion.
- Monitoring final questionnaire for Mentee.
- Feedback sheet for presenting learner's comments on the Set of Success Stories.
- Suggested questions and tips for the trainers for the discussions on Success Stories.

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