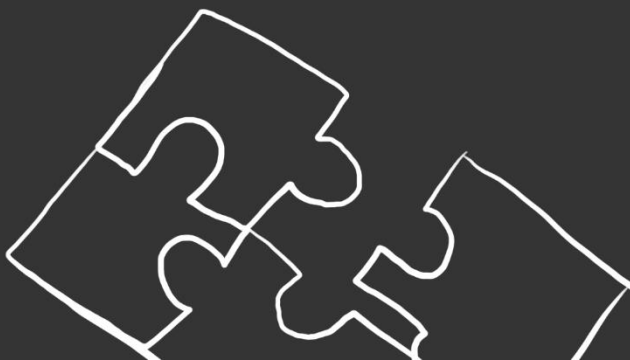
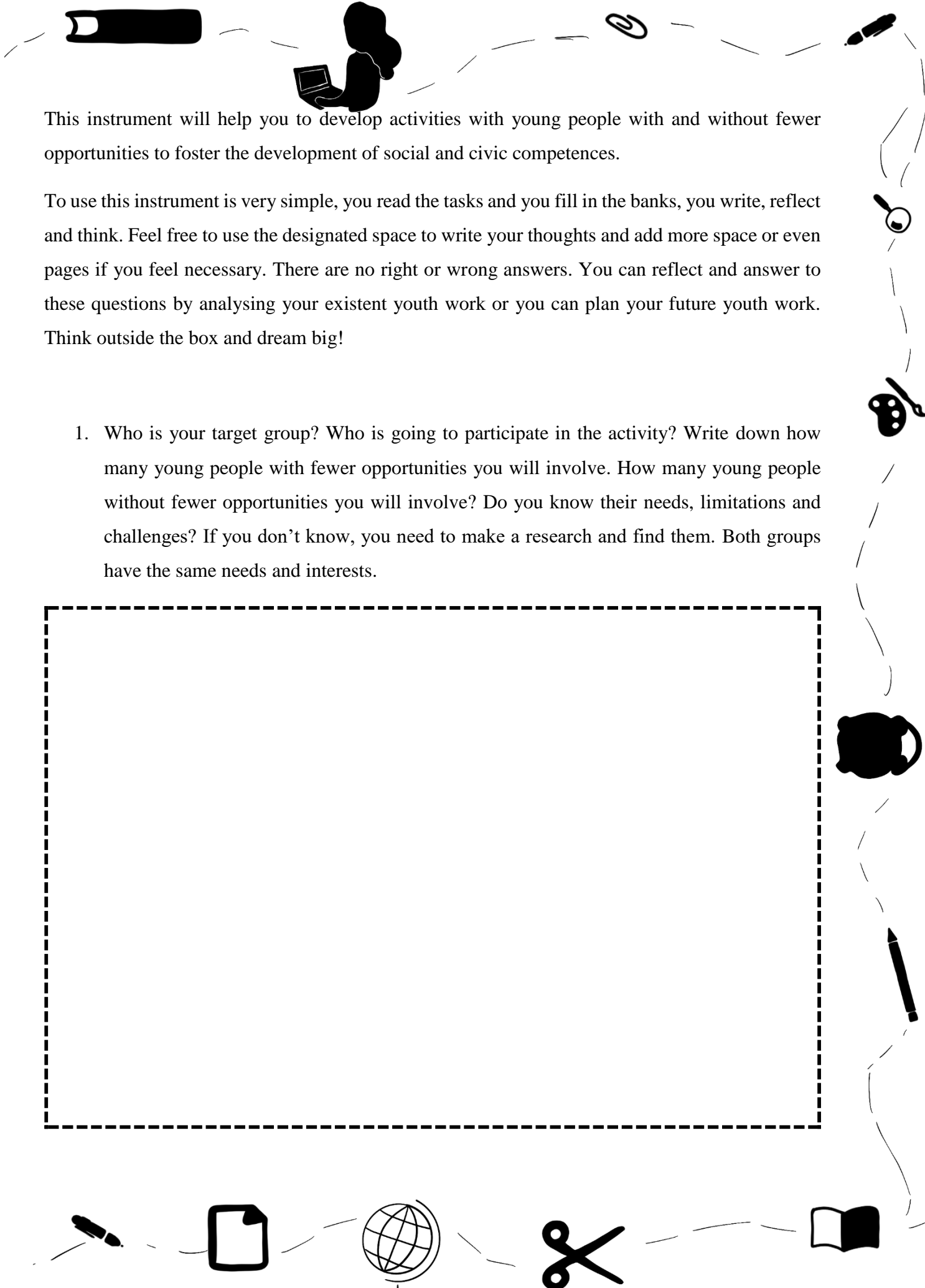


Instrument 4 - STEPS TO TAKE TO FOSTER THE DEVELOPMENT OF SOCIAL and CIVIC COMPETENCES AMONG ACTIVITIES THAT INVOLVES YOUTHS WITH AND WITHOUT FEWER OPPORTUNITIES JOINTLY

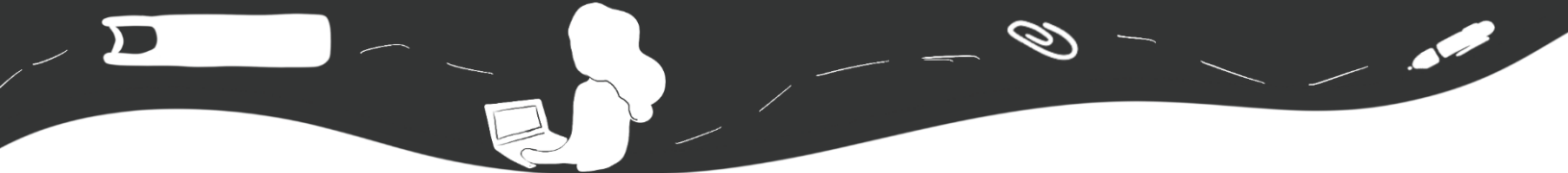


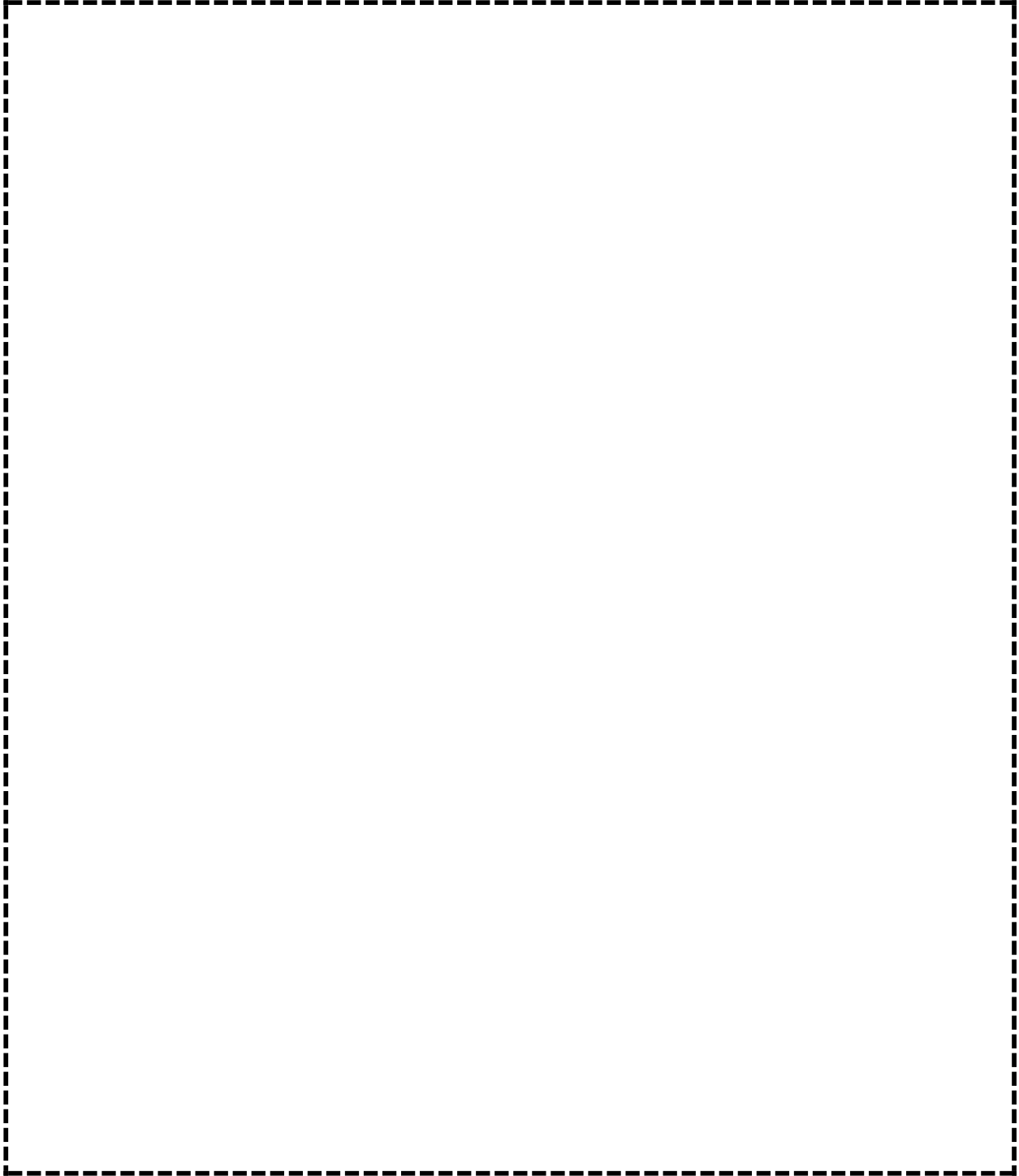


This instrument will help you to develop activities with young people with and without fewer opportunities to foster the development of social and civic competences.

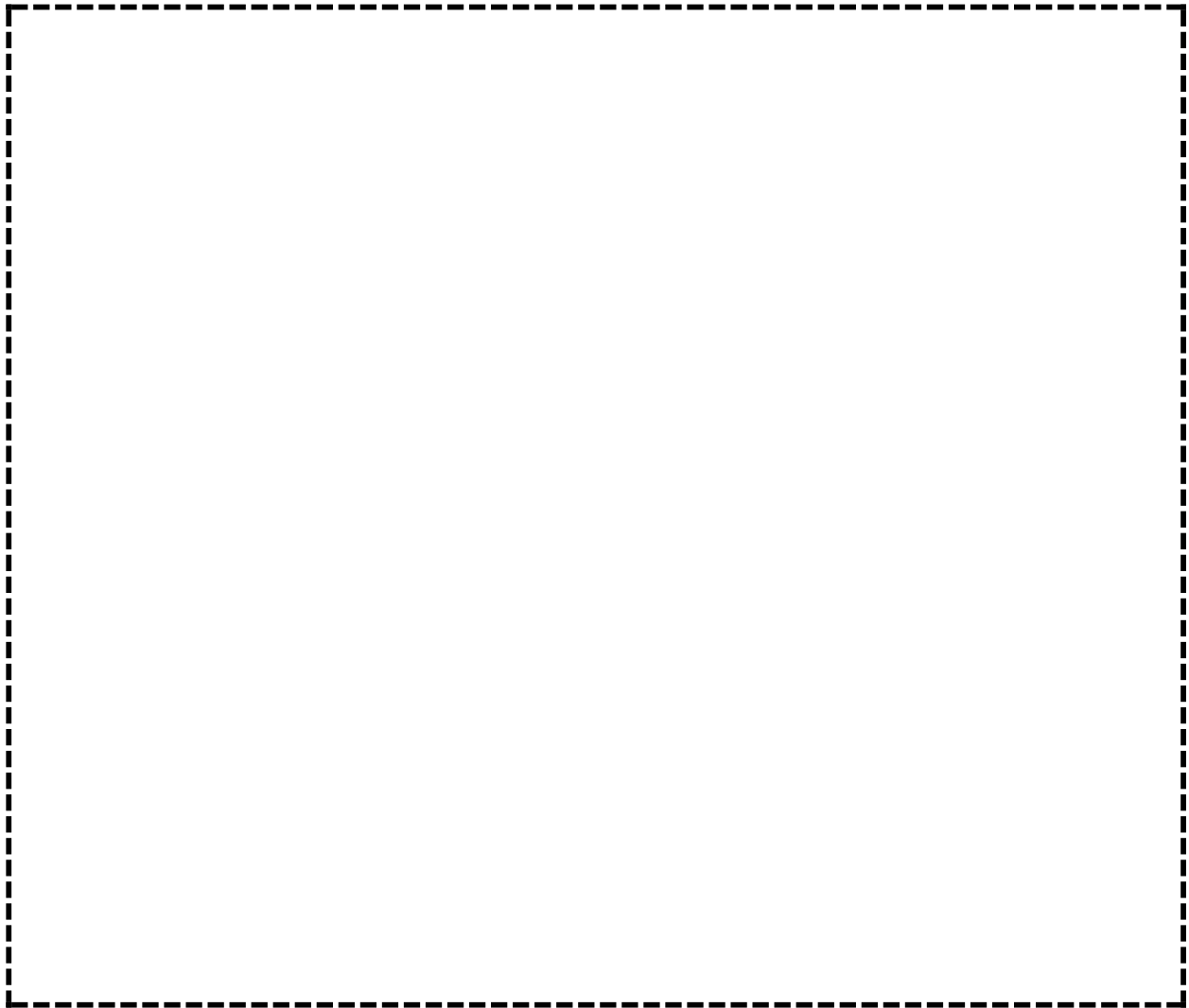
To use this instrument is very simple, you read the tasks and you fill in the banks, you write, reflect and think. Feel free to use the designated space to write your thoughts and add more space or even pages if you feel necessary. There are no right or wrong answers. You can reflect and answer to these questions by analysing your existent youth work or you can plan your future youth work. Think outside the box and dream big!


1. Who is your target group? Who is going to participate in the activity? Write down how many young people with fewer opportunities you will involve. How many young people without fewer opportunities you will involve? Do you know their needs, limitations and challenges? If you don't know, you need to make a research and find them. Both groups have the same needs and interests.

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2. Identify the social and civic competences that you want to develop through the non-formal activity. Think at the civic and social competences that both, young people with and without fewer opportunity need. It depends on the type of the fewer opportunity you are working with. Please read the module 3 again if you fell you need more information.



3. Based on the social and civic competences you want to develop, identify how you are going to support the civic and social participation of the young people with and without fewer opportunities. Based on the young people needs you should find ways to support their active participation in the community and in their social life. Knowing the limitations and challenges that the young people with fewer opportunities are facing, is crucial in this moment because you can do activities to overcome them. Think on what prevents them to participate in their social and civic life. By supporting the young people in their social and civic life you fight against social exclusion and you engage, connect and empower them in different ways. At the end of this instrument, in Annex 1, you can find a list on type of actions and measures that young people can make to participate in their social and civic life and what they can do in order to fight against discrimination and social exclusion.



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4. After you have the main idea is time to make it formal. Set up the learning objectives, learning outcomes and impact. What will learn during the activity the young people? You just take the social and civic competences that you want to develop and transform them in learning objectives. Write down what you want to and what to want to reach after the non-formal activity will end. How the situation of the young people will improve after they attend to your non-formal activity, after they gain the social and civic competences?

5. Create at least one learning objective and one learning outcome that refers to the social inclusion of the young people with fewer opportunities, related with the interaction between the young people with and without fewer opportunities during the activity. You should create mutual understanding and solidarity between the young people with fewer opportunity and young people without fewer opportunity in every non-formal activity that involves the 2 types of categories together.



6. Create the methodology and select the used methods. You should create the entire methodology considering the social inclusion principles. The methodology should involve actively and in equal manner the young people with fewer opportunities and the young people without fewer opportunities. While you create the methodology and select the methods you should consider the following aspects:

<ul style="list-style-type: none"><input type="checkbox"/> Always begin with the sessions that aims to facilitate the communication and collaboration between the young people with and without fewer opportunities and the teambuilding. Use appropriate methods that will make the young people understand each other, understand diversity and increase the tolerance between them. <input type="checkbox"/> Always use methods that will help you to ensure the social inclusion, fight against discrimination and intolerance. <input type="checkbox"/> The entire activity should fit both groups of young people. <input type="checkbox"/> You will treat the young people equally, no matter the fewer opportunity that young people may face.	<p style="text-align: center;"><i>Use this space to write down your methodology</i></p>
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You will take measure in order avoid the situations where the young people without fewer opportunity need to help the young people with fewer opportunity in a way that effects negatively the young people with fewer opportunities

During the activity use methods that facilitate the collaboration and communication between the young people with and without fewer opportunities

Discuss about fewer opportunity and make the young people without fewer opportunities understand the situation of the young people with fewer opportunities and why is it important to treat them equally

Create a strategy on how you will support the young people with fewer opportunity to learn and to participate in your activity



Organise the young people with and without fewer opportunity to participate together in the community in common activities

Support them to collaborate in common follow up activities and future plans and projects

Select and use methods that develops the social/ civic competences and in the same time facilitate the collaboration and cooperation between the young people

A large empty rectangular area with a dashed border, intended for notes or additional information.

*Use also the Instrument 3 when you develop the methodology, it will help you establish the social inclusion strategy

Annex 1

Social participation

Social and cultural life	Go out
	Plan a party
	Go to museum
	Participate in social events
	Plan social events
	Participate in social events
	Go see a movie
Personal and interpersonal development	Go to training courses that you like
	Do activities that build your self-esteem: identify what you are good and do thinks you like
	Learn about communication, collaboration and social relations
	Learn about assertiveness
	Learn about intercultural communication
	Learn about integrity
	Follow courses online
	Improve my social competences though courses
	Set up career goals
	Plan the next 5 years – Who you want to be? What you want to become?
	Plan the next 10 years – Who you want to be? What you want to become?
	Use an agenda and start planning your time efficiently
	Start leaning new thinks that you like
	Take time during the day to reflect on your day, what you achieved
	Develop new competences
Knowledge about structures, values and rules of civic society	
Hobbies	Discover your hobbies
	Start playing to an instrument/ start drawing/ take cooking class/ take sewing class/ make activity that you may like
	Lean more about your hobbies
	Practice your hobby
	Make a program and make space for your hobby in your life
Sense of belonging	Reflect/ read articles in order to understand how the national cultural identity interacts with the European identity – How we as an individual, how as a nation we build Europe and the European identity

	Express interest for interest for socio-economic development - reflect and read what happens in your community and in the world
Build relations with different people and Face social challenges	Help someone in doing something
	I know how to communicate with new people and how to start a conversation
	Make new friends
	Start conversations
	Increase my capacity to cope with stress and frustrations
	Know what to do when I feel stressed or frustrated
	Know how to express my frustration to the others
	Have the capacity to inspire trust and know how you can inspire trust
	Feel empathy / Be empathic with other people stories, try to put in their shoes
	Express your values and believes and don't be afraid on what other people may think about you
	Engage yourself in an activity that you like/liked to do
	Engage yourself in intercultural dialogue with people from different countries, including immigrants and refugees
	Do an activity that you believe it is hard for you to do because of the social challenges
	Codes of conduct At work/ At school/ other environments
Make efforts to conduct constructive communication in different environments and avoid violent communication	
I strive to express my point of view in an assertive way	
I listen and make efforts to understand different points of view	
Read/ Learn about basic concepts related to individuals, groups, work organizations, gender equality, society and culture, multicultural and socio-economic dimensions of European societies	
Read/ Learn/ Experience different codes of conduct and manners generally accepted in different societies and environments (for example at work)	
Increase my capacity to cope with stress and frustrations	
Know what to do when I feel stressed or frustrated	
Involve in organising parties and other events	
Go out with the co-workers and colleges	
Collaborate with other	
Take initiatives in taking tasks	
Take initiatives and sense the time when you can get a promotion	
Participate in team building activities	



	I distinguish between the personal and the professional: I do it in different periods of the day; I let the problems form work to work, I don't bring it at home etc.
	Overcome prejudice
	Respect others
	Communicate your frustrations
	Help other people
	Do compromises
Fight against discrimination	Fight against any form of discrimination at personal level (no discrimination based on origin, values, sex, believes, sexual orientation, religion or disability).
	Reflect and learn more about discrimination
	Reflect and identify if you have discriminatory behaviour and identify measures to change your behaviour
	Be open mind with people with different origins
	Be open mind with people with other values and believes
	Be open mind with people with other sexual orientation
	Promote gender equality and accept that woman need to be treated as men.
	Treat other persons as equal, no matter their social, economic and condition
	Be open mind with people with other religion
	Be open mind with people with disability
	React when you see discrimination
	Promote non-discrimination principles to your friends and family and other people
	Inclusion
Have an inclusive attitude regarding young people with fewer opportunities	
React when you see social injustice	
Include other people with fewer opportunities when you have the occasion	
Tell others why is important to include young people with fewer opportunities	
Feel empathy / Be empathic with other people stories, try to put in their shoes	
Engage in conversations with other young people with fewer opportunities	
Understand diversity	
Respect others	
Overcome prejudice	
Learn more about prejudice and compromise	
Do compromises	

Civic participation

Develop the sense of belonging to the community	Read local paper about local events, problems, call for action
	Identify my role in the community: Who you are? What you can do for the great of the community?
	Know your community problems and struggles
	Participate in surveys where they aim to verify the public opinion
	Help a neighbour in need
Take initiative – discuss with other people, make them aware and understand different subjects and topics	Organising different events for your community
	Post on social media/ repost on social media articles about the community, about topics that concerns local/ regional/ national/ European communities
	Initiatives and practices in the community (events for marginalised people; information and awareness campaign on the types of discrimination or about democracy)
	Explain to friends and family about democracy, vote, social problems
	Promote civic engagement to your friends, families, colleagues and other people
	Learn about civic engagement and how you can be active in your community
	Make a better use of the public places (public parks or other)
	Report posts on social media who instigate to hate speech or social exclusion
	Fight against hate speech when you see it
	Fight against bullying and protect other people from bullies
Fight against injustice when you see one	
Structural dialogue	Meetings with decision makers at local level
	Know how to participate in public debates
	Raise the ability to interact effectively with others in the public institutions – Know where to get involved
	Audiences with public institutions regarding different problem
	Participating in public debates
	Organizing/ Participating in public debates on local budgets, local development strategies
Protesting	Participate to protests
	Organise protests
	Help organising protests
	Ensure visibility of protests you believe – give shares on social media

Fight against discrimination and social exclusion	To appreciate and understand the differences between the value systems of different religious or ethnic groups
	Post on your social media account articles about discrimination and social inclusion
	Work/ Interact with people who are excluded
	Support for social diversity and cohesion through your daily initiatives, attitudes and actions
	Post on your social media awareness messages about discrimination and social exclusion
	Post on social media or discuss with the friends and family about social inclusion and why is important
	Include other people when you have the occasion (for example at school, at work, or even at a party)
	Discuss with your friends and family and other people about the negative effects on the community of discrimination and social exclusion
	Share on your social media/ blog articles about discrimination and social inclusion
	Organizing different cultural events or activities that involve different social groups
	The willingness to respect the values and confidentiality of others
Active membership in a group or association	Search for organisations or local/ regional/ national groups where you want to become a member
	Contact organisation in order to become a member
	Open an NGO
	Become a member in an organisation
	Register on youth Centre and participate in their activities
	Affiliate with groups that do good in your community
Regular voting	To participate in decision making at all levels from local to national and European level
	Vote at local level
	Vote at regional level
	Vote at national level
	Vote at European level
	Know the reasons why you are voting
	Know the dates you need to vote
	Post on your social media why is good to vote

Persuading others to vote	Engage in discussions with other people, friends and family why they need to vote
	Teach other people about voting and principles of democracy
	Registering voters
Community problem solving	Initiatives and practices in the community - events for marginalised people; information and awareness campaign on the types of discrimination or about democracy on your social account/ blog
	Identify the community problems from your neighbourhood and not only, what bothers you, what creates problems (can be garbage, people not cleaning after their dogs, and any other small problems, or even big problems, such as closing a public parc and other)
	Expresses solidarity and interest in solving problems affecting the wider local community
	Activities that respond to the local community needs as environment
	To identify the needs of the community and mobilize at local level the citizens, groups, public authorities and the business environment in order to solve its problems using local resources.
	Engage in discussions with friends and family and find solutions for different problems
	Identify problems in your neighbourhood and try to solve them (for example if you have problems with the littering the garbage, or noise and other)
	Help the people in need from your neighbourhood, such as old people and other young people with fewer opportunities
	Post on social media/ other online channels about the community problem, raise awareness on different problems and injustices
	Engage with people and discuss how to solve the community problems
	Express your opinion to others
	Involve other people in solving the community problem
	Participate in the community open call for help – such as cleaning the woods and other activities
	Be on a community online group (such as Facebook groups) and give help to people in need
	Participation in fund-raising run/walk/ride – You can register to run to a marathon for a specific organisation
	Participating in other fund-raising for charity
	Participate in the community gatherings and events
Organising community events	
Donate money to a specific cause	
Petitions	Participate to petitions
	Organise petitions

	Help organising petitions
	Ensure visibility of petitions you believe – give shares on social media
E-participation	Do different actions online – petitions, awareness campaigns, thoughts, express my opinion through different surveys made by the important institutions regarding participation
Democracy	Learn about the concepts of democracy, citizenship and civil rights, including how they are expressed in the Charter of Fundamental Rights of the European Union and in international declarations and applied by various institutions at local, regional, national, European and international level.
	Post on your social media account articles about democracy and human rights
	Know the reason why you are voting and for who
	Know how democracy works in my country
	Know my civil rights
	Learn about my fundamental rights
	Get to know the main events, trends and agents of change in the national, European and global and current history, with a specific perspective on the European diversity
	Full respect for human rights, including equality as a basis for democracy
	The desire to participate in democratic decision making at all levels
	Run for Political office
	Know the political parties from your country and what they stand for
	Understand and learn how the political parties work in your country
	Know how the justice system works
	Political voice
Know the roles of each public institution at local, regional, national and European level and where you need to address if you have a specific request or problem	
Contacting the print media and/ or the broadcast media to inform possible irregularities from different public institutions	
To know the objectives, values and policies of social and political movements	
Volunteering for candidate or political organizations	
Campaign contributions – Displaying buttons, signs, stickers	
Initiating, influencing, monitoring and evaluating specific public policies and their elaboration processes (through advocacy, research and analysis campaigns, etc.)	
Do advocacy	
Know and read different laws from your country	



Know the changes your government do and how it affects the population
Know the role of each political function
Learn how you can do advocacy
Monitoring and advocacy actions for the effective application of legislation and procedures regarding the transparency and access of citizens and civil society organizations to information of public interest and to the decision-making process at local and central level
Have a political opinion
Register as member of a political party





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