

How does it work? A must read!

Introduction

The Changemakers' kit takes you through a five-step process, supporting you in structuring your development efforts.

You find these steps under each bullet point in the Charter.

The first, preparatory, step is therefore to go through the Charter and decide on which bullet point(s) you want to work with. You can have your process related to only one, some or all of them, and you can run as many processes as you wish.

You find the charter, its five chapters and bullet points below. Each chapter has a short introductory film – listen to it before you take the next step.

You can then click on the various bullet points. Each bullet point has a short introductory text followed by questions to discuss in order to find out if this is something that you need to develop or not.

If you already know that this is something you will need to work on, you can save these discussions till you have started your process. They will show on your project page and here you can also take notes.

If you think that this is something you need to work on, click the “Add to development agenda” button. You will find your agenda on your personal page, from where you will start your development process(es).

Below the questions to discuss you will also find some references and tips. These you will also, together with other support material, find when you click the Find support button.

To start a development process, you need to create an account. This enables you to save everything you do on the page. You own your own information, and EGL will only be able to see statistics on national level.

When you have created an account, you can go to your personal page and start a process. First you name your process. Then you choose the bullet points you want to work with by going to the various chapters and click on them or choose them from your development agenda.

When you have done this, it is time to take the first step!

Step 1 – Discuss and assess

The first step aims at creating a common understanding of the current state of play.

It contains two different parts:

- Questions to discuss
- An assessment function

These can be used independently or in various combinations and orders.

Through the assessment function you get a link and a QR-code to a survey that you can make accessible any way you want. Through the survey the respondents rate to which degree they think that the assessed youth work meets the bullet point(s).

The survey is preferably to be answered individually, so that you can trace differences in experiences, but can also be answered by groups. All bullet points that you have chosen for your process will be included in the survey.

Your first step might therefore be to do a broad survey to all stakeholders concerned, or you can ask a specific group, e.g. young people or a group of youth workers to see how they look at things. When the assessment is done you can download and analyse the result

Another way is to start with the questions to discuss. These are divided into two sets. The first one is specific to the bullet point and helps you to see it from various perspectives and to create of common understanding of what it actually means. The second one helps you to see how well you think youth work lives up to it. You can take notes related to each discussion.

When you have done and analysed the assessment and/or discussed the various questions it is time to take the next step. If you don't think you need to work more on this, you can start another process containing some other bullet points.

Step 2 – Set objectives for change

After having created a common understanding of what needs to be developed, the next step is to describe how things should be when the development process is done – to set objectives for development. The more thorough you are, the more concrete and detailed you manage to be when you describe how things should be/work/look like when you are done, the easier it will be to take the next steps. If possible, try to describe the future in a list of bullet points. This will make it possible to link each of them to the concrete actions you will need to take in order to get to where you want to be.

Step 3 – Define your needs

The third step is to decide on what you need to acquire/develop/change in order to get to where you want to be. You might lack necessary knowledge, methods or competencies to realize your ideas for the future, and/or you might have to make changes in budget or organisation. In this step you specify your various needs. You will need to formulate your various needs before going to the Take actions page. You can always add new needs to the list.

Step 4 – Actions to take

Here you describe, as detailed as possible, what needs to be done, who is responsible and when it is to be done. When you have turned all your various needs in to actions you will automatically have a complete action plan.

If you need assistance in carrying out one or more actions, you can send an email to ywdt@jint.be. Download and attach your project notes and describe in what way we can assist you.

Step 5 – Follow up

After that you have had your development process you should of course do a follow up of the process and its outcomes. One good way to do this is to send out a new assessment survey to see if things have improved!

Please note!

- Development is far from always a linear process! It needs to start with discussions, but the first “Need” might be to gather more knowledge before setting objectives for change and deciding on further actions to take. Dare to be flexible and to take one step back before taking two steps forward! You don’t always know what you don’t know – click the Find support button to know more!
- All bullet points you pick for a process will be part of your assessment form. It might therefore sometimes be better to run several different processes in parallel or after each other, not having to long or complex surveys.
- If you are to lead a development process, it is a good idea to click your way through the process and to check out all the other support functions that are to be found on the page before starting.
- The more various stakeholders who take part in the discussions and/or do the assessment, the easier it will be to understand different viewpoints and to create a solid ground for further development. If some stakeholders are hard to reach, showing them the outcomes of an assessment is a good way to awake interest. How, for example, does young people perceive their possibilities to participate and to get their learning recognised?
- Doing the assessment will also help EGL to get an overview of the needs and views of various stakeholders and hence to provide more relevant and targeted support activities.
- Just as youth work, the CMK will always be work in progress, so please send your ideas and suggestions for improvements to ywdt@jint.be