



Participation and Involvement training and consultancy for Young People, Organisations and Service Providers

Chilypep is a nationally registered charity based in Sheffield where the majority of our work has taken place. We have worked in some of the most disadvantaged areas of Sheffield and with young people who are furthest from support, empowering them to develop their confidence and skills, take advantage of opportunities to improve their outcomes, and make a positive contribution to their communities.

Our models, tools and training techniques have been nationally recognised by the government and the National Youth Agency in published good practice guidance, national evaluations and in Sheffield City Council's Joint Area Review inspection.

Chilypep's aim is to ensure that children and young people are empowered to take more control of their own lives and choices, and can meaningfully participate in the decisions that affect their lives as individuals, as receivers of services, and as members of their communities, neighbourhoods and the wider world.

From one-off consultation events and long term participation projects, to strategic planning and policy development, our key principle is to work in partnership with children, young people and the organisations and agencies that affect them.

Chilypep offers a range of training and consultancy to support organisations and service providers to embed young peoples' participation and engagement within their work. The training will enable young people, organisations and service providers:

- To develop the skills, confidence, knowledge and understanding of young people to enable them to influence the things that affect them
- To develop a strategic coordinated plan for the participation and involvement of young people
- To put in place a co-ordinated training programme for young people that supports their meaningful participation in the project.
- To ensure that project staff, volunteers and supporters have the understanding, awareness, skills and confidence to engage children & young people in the project.

Training and consultancy methods will be participative and experiential, and will include group tasks, scenarios, discussions and inputs from the trainer. Below is a selection of the training we can offer to young people and adults.

Training will be tailored to fit the needs of staff, organisations and young people and the specific projects or issues they are working on.

We are able to adapt our young people's training to Training the Trainer Courses for staff, so they can deliver the programmes themselves. Please contact us if you would like to discuss this

Training programmes for Young People

Young Commissioners

30 hours ASDAN Award

10 x 3 hour sessions or 1 residential and 2 sessions

Max 16 Young People

Aims: The aim of the course is to train young people to be able to engage in the four cycles of the commissioning process. Young people receive training in the different processes and stages of commissioning, commissioning policies and procedures, recorded outcomes, monitoring and quality assurance, communication and listening skills, equality and diversity, questioning skills and preparing and designing questions, and evaluation.

By the end of the course Young People will be:

- Knowledgeable and informed about commissioning processes
- Skilled and confident to engage with commissioners in commissioning activity
- Able to influence commissioning decisions by sharing their views and understanding

Cost £6500 inclusive of 1 trainer, learning materials and resources and accreditation

Young Community Leaders and Campaigners

30 Hours ASDAN AWARD

10 x 3 hour sessions or 1 residential + 2 sessions

Max 20 young people

Aims: The aim of the course is to encourage and support Young People to take part in local and/or city wide social action projects, working with services, partnerships and decision making structures to get their voices heard and acted upon. We aim to empower young people to become active young leaders in their communities, services or organisations, influencing decision making through active participation.

By the end of the course Young People will be:

- More aware of their selves and others
- More confident to engage in local projects and community activities
- More able to make effective decisions and seek solutions to issues in their communities
- More confident in their own leadership abilities and able to put these skills into practice within their communities or projects
- More familiar with city and local structures and bodies and how they connect with each other
- More aware of how power and decision making works in the city and nationally
- More aware of issues in their local community and empowered to take action to improve their local community
- Able to contribute to building a culture of participation for Young People by passing on what they have learnt and becoming positive role models

Cost £6500 inclusive of 1 trainer, learning materials and resources and accreditation

Young Researchers and Evaluators

30 hours ASDAN Award

10 x 3 hour sessions or 1 residential + 2 sessions

Max 20 young people

Aims: The aim of the course is for young people to be able to carry out peer consultation and research, or evaluate projects, services and activities. Young people receive training in different evaluation skills, how to use a variety of new media and technology to undertake collecting and present their findings. Young people will be able to:

- Clarify the purpose and aims of the research or evaluation
- Know research or evaluation techniques, including designing and facilitating creative consultations, interviews and focus groups
- Consider ethics, confidentiality and impartiality
- Understand outcomes and standards - how do we measure and evaluate them?
- Be able to collate and analyse data and information
- Report finding and form recommendations
- Develop Public speaking and presentation skills

Cost £6500 inclusive of 1 trainer, learning materials and resources, and accreditation

Young Interviewers

2 days plus half day consultancy

Max 16 young people

Aims: The aim of the course is to work with organisations and young people to develop good practice in relation to involving young people in recruitment and selection. Organisations will receive a half-day session with a consultant to review and develop their organisations policy. Once this is in place, young people will undertake a two-day training programme in recruitment, selection and interviewing, enabling them to have a meaningful role in the recruitment process. Young people will be able to:

- Understand and take part in developing job descriptions and person specifications.
- Develop interview questions and scoring criteria
- Develop meaningful exercises and presentations that require candidates to demonstrate their capacity to engage with young people
- Take part in recruitment and selection processes

Organisations will be able to:

- Confidently engage young people in their recruitment processes
- Develop good practice policy and procedures for engaging young people in recruitment and selection

Cost: £2000.00; inclusive of consultant, 1 trainer, learning materials and resources

We are able to adapt any of our courses to Training the Trainer Courses - Training adults how to deliver the training packages to young people themselves.

Children and Young People's Participation Training

1 or 2 days, Max 20 people

Aims: This course reflects the importance of including children and young people in decision making, both in the planning, delivery and evaluation of projects and services and within their communities and neighbourhoods, and offers ideas and strategies for anyone with this responsibility.

By the end of the course, learners will:

- Understand the importance of including children and young people in decision-making processes in project and service development, delivery and evaluation
- Understand the nature of the barriers that can inhibit communication or exclude children and young people from involvement and decision making
- Be able to apply some strategies to improve communication and overcome barriers to children and young people's participation and involvement and decision making
- Know some tools and ideas that workers can use to involve and include children and young people in decision making
- Be able to apply good practice guidelines and tools for involving children and young people in decision making

This course is suitable for young people, politicians, decision makers, service providers and workers and volunteers in organisations that deliver projects and services to young people and workers in community development or consultation.

Cost 1 day £1600 or 2 days £3200. Inclusive of 1 trainer, resources and learning materials

Working with young volunteers

1 day, Max 20 people

Aims: Organisations who want to recruit young people (under 18) to their volunteer programmes or projects have to deal with particular issues. This course aims to give participants knowledge and information about the practicalities of recruiting and working with young volunteers, and the opportunity to explore how they can develop opportunities for young volunteers within their organisations.

This course will help you to:

- Know the legal and 'duty of care' requirements of working with young volunteers
 - Consider different ways to recruit and engage young people in activities
 - Be able to negotiate boundaries and agreements
 - Assess and promote the benefits of involving young people in volunteering
 - Know good practice when working with young volunteers
 - Consider plans for involving young volunteers
 - Have a better understanding of the needs of young volunteers
- This course is suitable for people whose volunteer co-ordination activities involve young people (between the ages of 10 and 25) in volunteering activities outside school.

Cost £1600 Inclusive of 1 trainer, resources and learning materials

Consultancy

We are able to offer consultancy to organisations to help them develop good practice in young people's participation and involvement. This could include looking at the organisations policies and procedures, supporting the development of a young people's participation strategy and action plan, or helping organisations review, evaluate or develop their activity to improve young people's engagement.

Cost £500 per day

We also have a range of resources that would be made available to support the proposed work.

Costs quoted do not include venues and refreshments, trainers travel after 30 miles and accommodation expenses for residentials

For further information or to discuss your training needs please contact

Lesley.pollard@chilypep.org.uk



Chilypep
11 Southey Hill
Sheffield S5 8BB
Tel 0114 2348846
www.chilypep.org.uk

Charity registration number 1114047 LTD Company number 5317925