

Intervision weekends YEP

What is an intervision weekend?

Intervision is a way of learning, in which colleagues learn from each other by getting together and discussing questions, ideas or challenges that they face during their work. YEP stimulates shared learning between Young Experts, and, therefore, encourages the organisation of 'Intervision weekends' in the countries where Young Experts are working and living. Shared learning is the crucial focus point of the intervision weekends. Additionally, actual and alumni-Young Experts from various batches and backgrounds can get together for a weekend, which strengthens the YEP network.

What does an intervision weekend look like?

There is no standard programme for the intervision weekends, as it fully depends on the local situation. As mentioned before, shared learning is on top of the agenda. Besides that, there is room for including several elements of the following list of recommendations for composing an intervision programme:

- Invite the Dutch embassy for a part of the programme: great for networking, and the embassies are usually very keen to stay in touch with the Young Experts;
- Invite a representative of PUM for exploring options for cooperation between YEP & PUM in the country you are working in. For more info, ask the Programme Bureau.
- Invite a member of (one of) your organisations to share their experiences or help with the development of your YEP ideas.
- Reflect on your YEP-coaching: What works well for you in coaching? What would you like to share to the other Yeppers? What tips & tricks do you have for the others?
- Include a training: Make an inventory among the participants of the intervision weekend: What kind of training would be desired? Who could give the training?
- Organise a field trip or other excursion to a location that is related to a YEP-organisation or project.

How can you organise an intervision weekend?

To organise an intervision weekend, you should hand in a proposed programme (day-to-day) and budget (total overview of costs and specifications) and the total number of expected participants to the YEP training coordinator. He/she will then give remarks and decides, based on the programme and earlier weekends that have been organised, whether the proposed weekend can take place. As a (alumnus/alumna) Young Expert, you are encouraged to join any intervision weekend that is organised in your vicinity.

What is the maximum budget and what costs are covered?

The maximum amount you can apply for is €150 (including VAT) per Young Expert, which should include all costs for the whole weekend. However, due to budget constraints, it is greatly stimulated to budget less than the maximum amount. Important note: Travel expenses to and from the weekends should be covered by yourselves or your organisations; whereas any costs related to the accommodation, food, and field trips can be covered by YEP.



Please assign one person per intervision weekend who will be responsible for the budget and payments. Please request timely at the YEP training coordinator the format for an advance payment for the costs you are going to make (please note the payment process can be time-consuming, so please timely submit the form). Other costs can be declared to the YEP training coordinator after the weekend took place.

Reporting

- A small report, including the participants and a summary of what happened during the weekend and some pictures are necessary as a justification for the payment.
- Excel file with overview of all realised costs
- A pdf-file including all invoices which are mentioned in the realised costs