

## Erasmus + KA1 (mobility) fully funded courses for:

University Staff (academic & non-academic),  
School Staff (primary and secondary), and,  
Staff working at Adult Education Centres

Dear Colleagues,

**DOREA Educational Institute WTF** has designed 12 unique structured courses for HEI (Higher Education Institutions) staff, school staff (primary and secondary), and staff working in Adult Education Centres. Courses will run in Limassol, Palermo, Prague and Vilnius throughout the school years 2014 - 2015 - 2016, starting from September 2014.

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### **First Aid at Work**

*Dates and location:*

22 - 26 September 2014, Limassol, Cyprus

08 - 12 June 2015, Limassol, Cyprus

21 - 25 September 2015, Limassol, Cyprus

23 - 27 May 2016, Limassol, Cyprus

Educational Institutions are a common ground for injuries or illnesses. The provision of appropriate first aid in the workplace can contribute positively to maintaining life, minimizing the consequences of injury or illness and accelerating the time of convalescence. With the completion of this course, participants will be able to provide adequate aid to the person in need, until the advent of specialized care.

### **Health and Safety in Educational Institutions**

*Dates and location:*

13 - 17 October 2014, Limassol, Cyprus

11 - 15 May 2015, Limassol, Cyprus

12 - 16 October 2015, Limassol, Cyprus

04 - 08 April 2016, Limassol, Cyprus

School principals, managers and teachers should know about health and safety when engaged in work or as future members of the workforce. This course will help you to identify risks and hazards in school, your duties and responsibilities and understand health and safety legislation.

### **Managing Safely**

*Dates and location:*

01 - 05 December 2014, Limassol, Cyprus

08 - 12 June 2015, Limassol, Cyprus

07 - 11 December 2015, Limassol, Cyprus

Safety at work is fundamental and health and safety requires a committed management to be effective. Managing safely is suitable for managers, supervisors and any other responsible authority in any sector, and any organisation. It's designed to get managers up to speed on the practical actions they need to take to handle health and safety in their premises.

### **Train the Trainer**

*Dates and location:*

17 - 21 November 2014, Limassol, Cyprus

23 - 27 March 2015, Palermo, Italy

25 - 29 May 2015, Limassol, Cyprus

12 - 16 October 2015, Limassol, Cyprus

07 - 11 March 2016, Palermo, Italy

This programme provides practical help to enable participants to grasp the mind set of an expert trainer. Appreciating the "inner game" of beliefs and values is crucial when designing and running a training program. The course also covers six skills sets that are essential to facilitating dynamic and powerful training events.

### **Understand Yourself, Understand Your Learners (Enneagram)**

*Dates and location:*

20 - 24 October 2014, Limassol, Cyprus

16 - 20 February 2015, Palermo, Italy

04 - 08 May 2015, Prague, Czech Republic

19 - 23 October 2015, Limassol, Cyprus

15 - 19 February 2016, Palermo, Italy  
02 - 06 May 2016, Prague, Czech Republic

The seminar is based on personality typology called Enneagram. The system describes 9 basic personality types with their specific motivations, values, strong points and challenges. The aim of the seminar is to introduce Enneagram and enable the participants to apply the model in educational setting.

#### **Problem Solving and Decision Making**

*Dates and location:*

03 - 07 November 2014, Limassol, Cyprus  
09 - 13 February 2015, Prague, Czech Republic  
01 - 05 June 2015, Limassol, Cyprus  
02 - 06 November 2015, Limassol, Cyprus  
08 - 12 February 2016, Prague, Czech Republic  
06 - 10 June 2016, Limassol, Cyprus

Learn to apply decision-making and problem-solving skills to reduce risk and choose the best course of action while strategically achieving business objectives. The overarching aim of this particular seminar is to help participants develop soft skills and enhance understanding on conflict management, contempt and negativity.

#### **Emotional Intelligence**

*Dates and location:*

10 - 14 November 2014, Limassol, Cyprus  
16 - 20 February 2015, Vilnius, Lithuania  
04 - 08 May 2015, Limassol, Cyprus  
02 - 06 November 2016, Vilnius, Lithuania  
09 - 13 May 2016, Limassol, Cyprus

The seminar gives opportunity to the teachers to enhance the understanding of emotional intelligence and how to apply that understanding in a teaching role in informal environments, and helping others to manage change and deal with stress.

#### **Managing Cross Cultural Issues in Education**

*Dates and location:*

27 - 31 October 2014, Limassol, Cyprus  
16 - 20 March 2015, Prague, Czech Republic  
08 - 12 June 2015, Vilnius, Lithuania  
26 - 30 October 2015, Limassol, Cyprus  
14 - 18 March 2016, Prague, Czech Republic  
06 - 10 June 2016, Vilnius, Lithuania

This programme aims to equip teachers and trainers with the essential skills, knowledge and competencies required for working globally, cross culturally and remotely both in formal and informal roles, and helping others to develop their multi-cultural awareness.

#### **Team Work as a Means for Enhancing Productivity**

*Dates and location:*

06 - 10 October 2014, Limassol, Cyprus  
23 - 27 March 2015, Limassol, Cyprus  
18 - 22 May 2015, Vilnius, Lithuania  
05 - 09 October 2015, Limassol, Cyprus  
21 - 25 March 2016, Limassol, Cyprus  
16 - 20 May 2016, Vilnius, Lithuania

Delegates will be shown how they can best appreciate the other team members and coach them to develop the skills they have in order to create a confident, relaxed, and constructive team. Experiential and group exercises demonstrate how to bring teams closer together by making communication more clear and direct.

#### **Identify the Talent Hidden in Your Classroom**

*Dates and location:*

10 - 14 November 2014, Limassol, Cyprus  
08 - 12 June 2015, Palermo, Italy  
09 - 13 November 2015, Limassol, Cyprus  
06 - 10 June 2016, Palermo, Italy

This unique programme, developed by a team of experts in clinical, educational and occupational psychology, aims to teach the participants to identify strengths and abilities of a pupil/youth that can go undetected in the formal educational environment.

## **Securing EU Funding for 2014 - 2020: The Key to Success**

### *Dates and location:*

15 - 19 September 2014, Limassol, Cyprus  
24 - 28 November 2014, Limassol, Cyprus  
25 - 29 May 2015, Limassol, Cyprus  
21 - 25 September 2015, Limassol, Cyprus  
23 - 27 November 2015, Limassol, Cyprus  
23 - 27 May 2016, Limassol, Cyprus

This is a Masterclass course designed for people involved in the preparation and submission of EU funded proposals. The participants will have the chance to acquire in depth knowledge of the key issues related to drafting a quality proposal that has increased chances to secure funding from any of the major programmes within European Union.

## **Handling Stress and Avoiding Burnout**

### *Dates and location:*

29 September - 03 October 2014, Limassol, Cyprus  
18 - 22 May 2015, Limassol, Cyprus

Stress is inevitable. It walks in and out of our lives on a regular basis. Burnout is a mixture of professional exhaustion, and disillusionment with other people, the organization, or the career, over the long term. Fortunately, there are many things you can do to minimize and cope with stress and learn how to avoid burnout.

## **Two attractive payment options to suit everyone's taste:**

All in one investment package (see details below), or

"Training fee" only in case you prefer to arrange your accommodation yourself. Amounting to 550 Euros, the training fee includes: tuition fee, training material, certificates of attendance, welcome dinner and excursion.

### **ALL IN ONE INVESTMENT PACKAGE**

*The participant fee equals to 1090EUR and it includes:*

*Tuition fee and training material*

*Welcome supper*

*Accommodation (6 nights)*

*Full Board (5 days)*

*Airport transfer*

*Cultural visit*

### **Why at DOREA?**

Twelve unique training courses to meet the highest of professional needs

Pool of qualified trainers with vast experience in continuing professional development. Please see the list of DOREA trainers [here](#).

Each course is specifically designed and delivered by an accredited professional for this specific course. DOREA employs more than 12 trainers from the fields of sociology, occupational, clinical and educational psychology, coaches and teachers.

Possibility of choosing your convenient dates in case of a group of 6 or more people from the same Institution.

All in one package that removes the hassle from the participants regarding accommodation, subsistence, airport transfers, etc.

The price of the package is less than the overall funding received per delegate, hence, the participants won't pay anything.

'Training fee' only option for those preferring to organize things themselves.

Great locations where the courses are being delivered. Please see [here](#) the photos from the hotel where courses in Cyprus are delivered.

We have an [analytic website](#) where the various activities of DOREA can be seen. **Please see all our Erasmus+ courses on our website as well.**

Please also see:

[Facebook company page](#)

[LinkedIn company profile](#)

Looking forward to hearing from you,  
Kind Regards,

Agnieszka Radomiak on behalf of the DOREA Team

Contact us at [info@dorea.org](mailto:info@dorea.org) for more information and assistance.

**DOREA Educational Institute**

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