Expression of Interest to International Training:

Free Being Me/ Action on Body Confidence

Dear Member Organisation

In August/ September 2019 WAGGGS will be hosting a Free Being Me and/or Action on Body Confidence international training event, held in Europe. (Exact date and location is yet to be confirmed.)

The training is for Member Organisations interested in rolling out Free Being Me and/or Action on Body Confidence as a **key national programme** in 2019 and 2020.

If you are interested in attending this training, please complete a short survey at the end of this letter.

Below is more information about the training and the expectations of the attendees and your Member Organisation. Please also read through the criteria carefully before deciding whether to apply.

**About the training**

**Training Objectives**

Participants will:

* Develop a comprehensive understanding of either the Free Being Me (FBM)/ Action on Body Confidence (ABC)programme
* Gain skills, knowledge and understanding to train leaders and deliver FBM/ ABC in their MO
* Create a detailed Action Plan for the delivery of FBM/ ABC, to take back and develop further in their MO

**MO Criteria**

WAGGGS is offering MOs two places to attend the training with the following profiles:

* **Project Manager**: A national-level volunteer or staff member who can commit to coordinating the delivery and rollout of FBM / ABC
* **Lead Trainer**: Can commit to delivering a national training for trainers/ leaders in FBM/ ABC after the event

(Note for the host MO we will be able to provide more spaces at the training event)

The training will be in English, so participants will need a high level of English to attend the event.

WAGGGS will be offering funded places for selected MOs to attend to include flights, visas, accommodation and food during the event for two participants. Funded places are limited and therefore only MOs that fulfil the following criteria will be eligible:

* Have not attended a WAGGGS FBM/ABC training previously in phase two of the project (Since 2017)
* Capacity and commitment to reach large numbers of young people and significant portion of MO membership with FBM/ ABC by December 2020
* Have shown interest/ initiative in rolling out either FBM/ ABC in the last 12 months

**Expectations**

A Member Organisation that accepts the offer of the training would be expected to:

Participant expectations

* Attend all three training days
* Take part in pre-tasks before attending the event
* Host a meeting with key contacts and influencers for programme delivery on returning to their MO, to feedback key learning from the event and finalise the MO Action Plan
* Play a key role in national planning and delivery of FBM/ ABC. This will include effectively delivering on the agreed Action Plan upon returning home

Member Organisation expectations

* Develop a proposed Action Plan before the event as part of the application process including set targets: This will give WAGGGS an understanding of how you intend to roll out FBM/ ABC
* Support participants upon returning home to finalise the Action Plan and form a team for the effective delivery FBM/ ABC in the MO
* As part of the agreed Action Plan host a national training event to train trainers/ leaders in how to deliver the programme
* Report quarterly to WAGGGS on lives reached and project progress using WAGGGS reporting tools until December 2020

**Free Being Me Fund**:

As well as attending this training event, MOs can apply to the Free Being Me fund to support them in rolling out FBM/ ABC and funding activities in their Action Plan (e.g. hosting a training event, translating the activity packs.) For more information and to download the application pack click here: <http://free-being-me.com/about/free-being-me-fund/>

**Tell us your interest – the survey**

Having read through the criteria and expectations, would your MO be interested in participating? **Please complete the short survey** below on page four to tell us!

Before you complete the survey:

* We recommend that the national team, including the key programme and training staff/ volunteers, review and discuss the survey questions and this offer.
* You should clearly understand the difference between Free Being Me and Action on Body Confidence and be familiar with both programmes.

**More information**

* To find out more about Free Being Me visit

<https://free-being-me.com/about/activity_programme/>

* To find more about Action on Body Confidence visit

<https://free-being-me.com/about/action-on-body-confidence/>

You can also download both activity packs here: <https://free-being-me.com/downloads/>

**Please discuss and complete this survey before Sunday 31 March. If you need more time please get in touch with Ariana at** **ariana.chamberlain@waggg.org** **as soon as possible.**

We greatly appreciate your collaboration with this survey! It will be very useful for us to understand the needs of your MO and your plans for FBM/ ABC until December 2020. If you have any questions about the training event or the survey questions and would like to discuss please get in touch with Ariana.

Many Thanks

The Free Being Me Team

**Survey**

Thank you for taking part in this short survey! Your answers will greatly help us in planning a Free Being Me or Action on Body Confidence training event. This survey should take approximately 5- 10 minutes to complete.

1) Member Organisation:

2) Name:

3) Role:

4) Which programme are you most interested in rolling out as a national programme? Please highlight or mark with an X:

Free Being Me

Action on Body Confidence

Please use this box to add any further comments:

5) Are you able to commit to rolling out Free Being Me or Action on Body Confidence as a **key national programme** until December 2020?

Before answering this question we encourage you to familiarise yourselves with the [FBM/ ABC activity packs](https://free-being-me.com/downloads/) and discuss this question with your national programmes team carefully, taking into consideration whether this programme appeals to your members, and your priorities during 2019- 2020.

Please highlight or mark with an X:

Yes

No

Unsure

Please use this box to add any further comments:

6) Are you able to meet the expectations before, during and after the training event?

Please read through the expectations carefully and consider whether your MO is ready, willing and able to take on the commitment to roll out FBM/ ABC nationally.

Please highlight or mark with an X:

Yes

No

Unsure

Please use this box to add any further comments:

7) Does the timing for a training event between August- September work for your MO? Please highlight or mark with an X:

Yes

No

If you answered ‘No’ please provide your availability for 2019:

8) Hosting the event

We are looking for possibilities to collaborate with an MO to host this international event. The responsibilities of the host MO would include:

* Source a suitable venue to host the event (can be MO training centre if there is one available)
* Support the logistics for the event including food, accommodation, transport of participants from the airport, visa invitation letter, conference facilities, training materials and printing.

If hosting the event, we would be able to provide more than two funded places to the host MO.

Is your MO interested in hosting the training event?

Yes

No

Please use this box to add any further comments:

9) Are you currently rolling out FBM/ ABC in your MO?

Yes

No

If you answered ‘Yes’:

a) What have been the main activities you have carried out in your MO in the last twelve months? (Please include details of any trainings, events, fundraising or any other key activities):

b) Do you have any activities already planned in 2019 to roll out FBM/ ABC? Please give details:

10) Are you interested in using FBM/ ABC to grow capacity in other areas of your MO? (E.g. growing membership, raising visibility externally, developing partnerships). If so, please write details here:

11) Although your MO will be in the early stages of project planning, are you able to provide WAGGGS with an **estimate** of how many of your members would take part in FBM or ABC by December 2020 if you were to roll the programme out nationally after attending the training event?

Estimate:

Please use this box to add any further comments:

Thank you for answering this survey! We will be in touch soon regarding next steps.

Kind Regards

The Free Being Me Team