



Co-funded by
the European Union

MY FUTURE - MY PATH

A FUTURE-PLANNING WORKBOOK

 **access**

BIS
Netzwerk
für betriebliche Integration
und Sozialforschung e.V.

Gesellschaft **GDLB**
für duales Lernen Berlin
gGmbH





access

www.bgz-berlin.de



www.bisev-berlin.de



www.suedwind.at



www.vhs.at



www.musol.org



www.fvmp.org

About the Project:

"Access — Social Space Orientation in Youth Work 4.0" is an Erasmus+ programme funded by the European Union. The project addresses the limited opportunities for young disadvantaged people to participate actively in society and develops intervention models corresponding to the three focal points of the EU Youth Strategy: inclusion, sustainability, and the digital world. In Berlin, Vienna, and Valencia, project tandems, consisting of youth work practitioners and experts in inclusion, sustainability, and digitalisation, explore participatory educational programmes for three selected target groups. This workbook is the result of the Berlin Intervention Model by BIS e.V. and GDLB.

1

INTRODUCTION ₄

2

PURPOSE OF THE *WORKBOOK* AND HOW TO USE IT

Who I am 8
 Strengths, talents and skills 10
 Dreams and wishes 12
 Support and allies 15
 Taking action 17

3

APPENDIX ₂₀

The European Commission's support for the production of this publication does not constitute an endorsement of the contents, which reflect the views only of the authors, and the Commission cannot be held responsible for any use which may be made of the information contained therein.

INTRODUCTION

Each person has the right to plan their own future, but not everyone has the same opportunities and resources to do so. Especially those individuals who are disadvantaged and who experience discrimination face additional challenges to shaping their own future. Learning and exercising your rights, as well as practising self-determination, requires strength, resilience, and perseverance. This workbook was developed to specifically assist in this very empowerment process. It aligns with the principles of Person Centred Planning, placing a focus on the strengths, desires, and goals of each individual.

We hope that this workbook not only brings joy to its users, but also supports them in achieving self-determination and spurring their participation in society.

Book tip for Person Centred Planning:

Stefan Doose (2020): I want my dream!
Persönliche Zukunftsplanung weiter gedacht



PURPOSE OF THE WORKBOOK AND HOW TO USE IT

This workbook consists of five chapters that encourage you to explore various aspects of yourself and your life. Each chapter contains questions and prompts to stimulate self-reflection. Our hope is that you enjoy using this workbook and, after using it, feel empowered and motivated.

We've designed the workbook so that you can write your responses directly onto its pages. Some questions feature small hints. These hints refer, for instance, to the appendix or the action plan.

The appendix contains two pages that list examples of positive traits and explanations. These examples are there to give you some inspiration while considering which positive traits apply to you. Additionally, you'll find a postcard in the appendix that you can simply cut out.

In the final chapter, you'll find an action plan. We included this section because every change begins with a first step. The action plan is meant to help you plan your own next steps. Whenever you come up with a good idea or discover a new goal, you can jot it down in your action plan and contemplate your next move.

Have fun working through the workbook!

WHO I AM

This workbook belongs to:

Here is space for a drawing of you, a photograph, a picture of something you like, etc...

Things people should know about me:

Something I am proud of having accomplished in my life:

This is where I like to spend most of my time:

These attributes describe me very well:

This is my favorite way to spend my time:

I decided to use this workbook because:

STRENGTHS, TALENTS AND SKILLS

Planning your future requires confidence and knowledge about your own strengths, talents and skills. Here are some questions to reflect on:

Things people like about me...

If you need some help with this one, have a look at the exercise below!

This is a compliment someone gave me that meant something to me:

THREE THINGS I LIKE ABOUT YOU



Asking people what they like about you isn't easy. But don't worry! It may take some courage, but the feeling you get after receiving a compliment makes it worthwhile. To make it easier, you can cut out the postcard in the appendix and give it to somebody in your life whose opinion you value. Ask them to fill out the postcard and give it back to you. You can also put it in an envelope or ask them to mail it to you.

If you don't like getting compliments – just give them yourself to others. If you know somebody who needs to hear some positivity, fill out the card for them.

Things people like about me...

If you need some help with this one, have a look at the exercise below!

This is a compliment someone gave me that meant something to me:

These are my strengths, skills, and talents:

If you need some inspiration, have a look at the list in the appendix!

Is there something I would like to change, so that I can apply my strengths and skills better?

You can use the Action Plan for these questions.

What are new skills that I would like to acquire?

You can use the Action Plan for these question.

DREAMS AND WISHES

Everybody has dreams and wishes for their future. With this chapter we want to make space and time for you to think about them.

What do I want to achieve in my future? What are my goals?

What is important to me? What does a good life look like for me?

Why did I choose these goals? Why are they important to me?

What are the changes I would like to see in the next week? In the next month? In the next year?

You can also use the Action Plan to reflect and plan further.

What do I need to reach my goals?



You can also use the Action Plan to reflect and plan further.

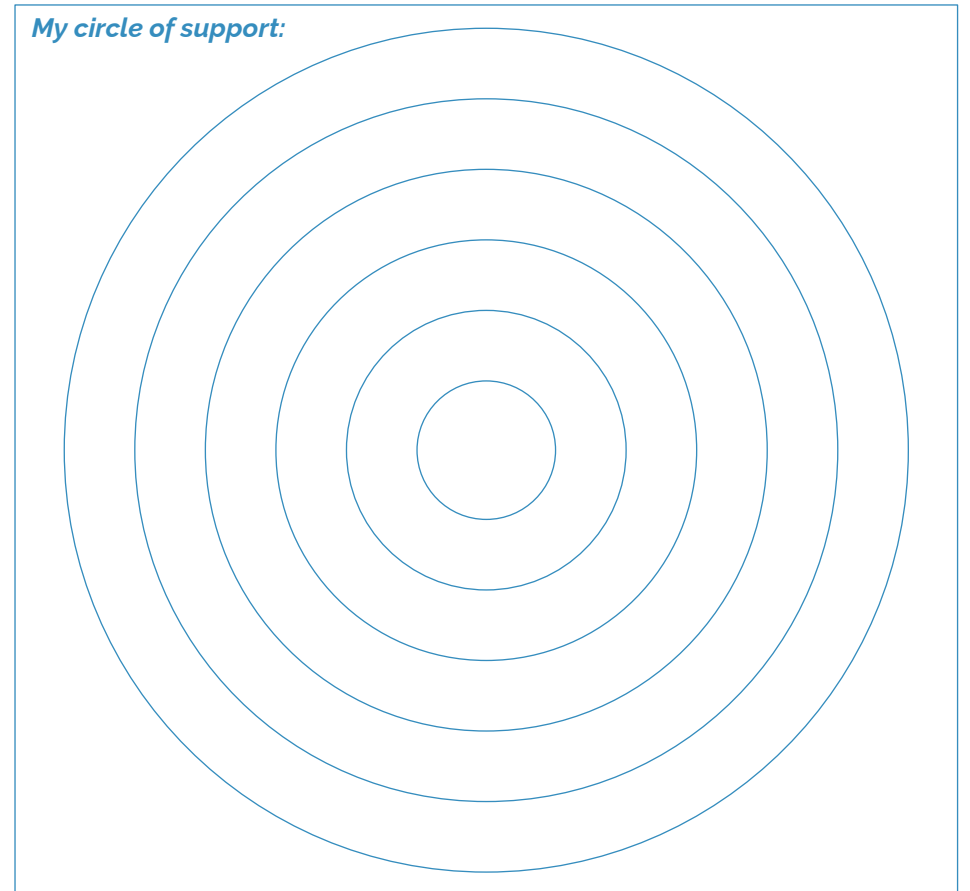
SUPPORT AND ALLIES

The so-called "circle of support" is a method to reflect on your support network. Here you'll find the circles of support into which you can directly write or draw the people in your life. The closer they are to the middle, the closer they are to you. If you don't like the circles, you can also just list your supporter network or find another way to visualise it.

Here are some tips and questions to help you identify your supporters and allies:

- 1) Go through your phone or e-mail contacts and see who you come across.
- 2) Think about different aspects and groups in your life: Family, friends, peers, professional supporters, neighbours, school, work, free time, sports clubs,...
- 3) Who do you call when something important happens in your life?
- 4) Who do you meet regularly?
- 5) Who is someone you haven't talked to in a long time but is still important to you?
- 6) Who knows a lot about you and your life?

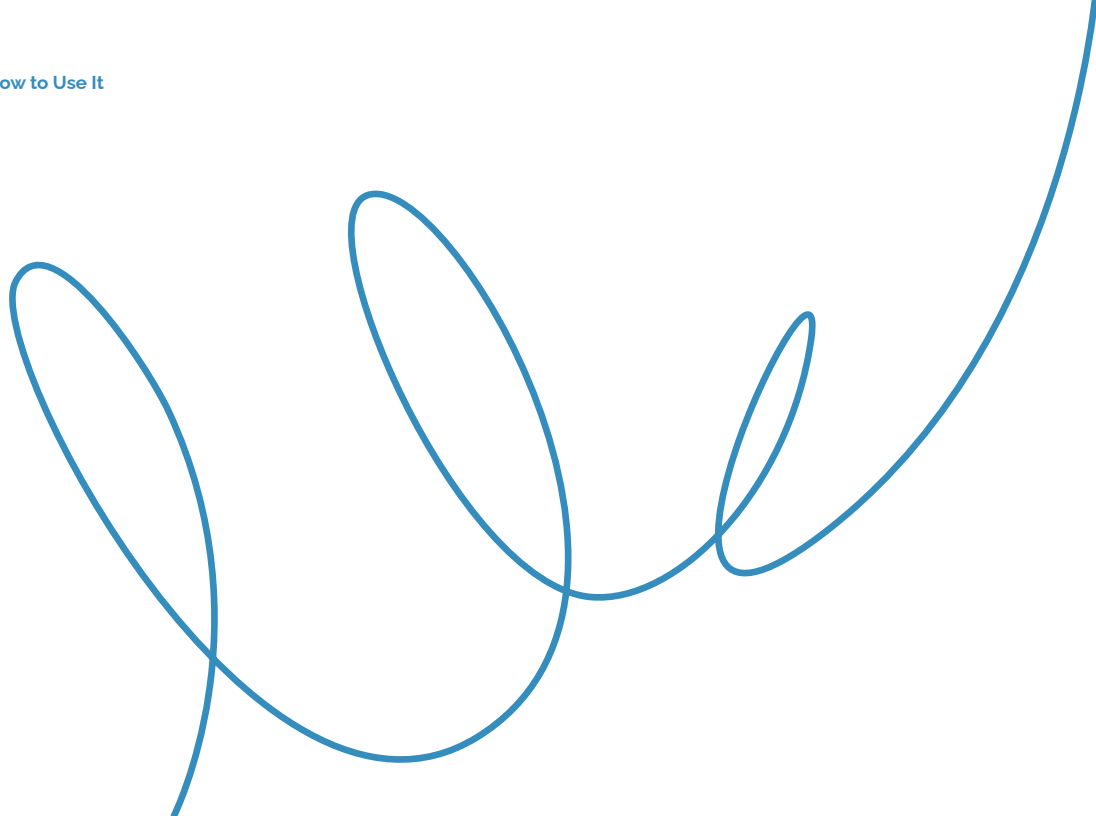
My circle of support:



TAKING ACTION

If you've completed all the questions in this workbook, you have already done a lot of self-reflection. With this workbook we also want to give you a method that helps with taking actions to realise those dreams and wishes you've yet to fulfill.

- 1) First write down your goal.
- 2) Then think about what needs to be done so you can reach that goal. If it is a large goal, you can write down several actions that need to be done to achieve it. It helps to break down one big goal into a few smaller goals.
- 3) Then identify the very first step you need to take.
- 4) The next task is to think about who can help you reach your goal.
- 5) Set yourself a deadline for when you want your actions and tasks to be completed.
- 6) Lastly think about how you will know that you've reached your goal.



My Action Plan		My Action Plan			
Goal	Actions that need to be taken	The first step	Supporters and allies	Deadline	How will I know that the goal has been reached?

APPENDIX



POSITIVE ATTRIBUTES, SKILLS AND STRENGTHS

adaptable	altruistic	attentive	balanced	brave
bright	caring	charismatic	charming	clear
clever	communicative	compassionate	committed	considerate
cool	courageous	curious	dedicated	determined
detail-oriented	diplomatic	disciplined	discreet	down-to-earth
driven	energetic	empathetic	enthusiastic	fair
forward-thinking	funny	generous	genuine	hard-working
helpful	honest	humorous	imaginative	independent
insightful	likeable	lively	loyal	modest
nurturing	objective	open	opinionated	optimistic
orderly	positive	patient	peaceful	precise
productive	professional	punctual	reflective	reliable
resilient	respectful	responsible	smart	sociable
spontaneous	strong	uncomplicated	visionary	warm

I am charismatic . That means having a special charm or personality that makes people really like you and want to follow or listen to you.	I am communicative . That means being good at expressing your thoughts and ideas clearly, making it easy for others to understand and engage in conversations with you.
I am courageous . That means having the bravery to face challenges or difficulties without backing down.	I am determined that means being focused and committed to achieving a goal, even in the face of obstacles.
I am empathetic . That means understanding and sharing the feelings of others, showing compassion and sensitivity.	I am perceptive . That means having a keen awareness and understanding of situations, people, or details.
I am optimistic . That means maintaining a positive outlook and expecting favorable outcomes in various circumstances.	I am passionate . That means showing great enthusiasm, dedication, and strong emotions toward something.
I am responsible . That means being accountable for one's actions and fulfilling duties or obligations.	I am respectful . That means treating others with politeness, consideration, and esteem.
I am sincere . That means communicating genuinely and honestly, without deceit or pretense.	I am sociable . That means enjoying the company of others and being friendly and outgoing in social interactions.
I am tolerant . That means accepting and respecting differences in opinions, beliefs, or lifestyles.	I am visionary . That means having the ability to think creatively and imagine future possibilities or innovations.

POSTCARD: THREE THINGS I LIKE ABOUT YOU

This is how you use the postcards:

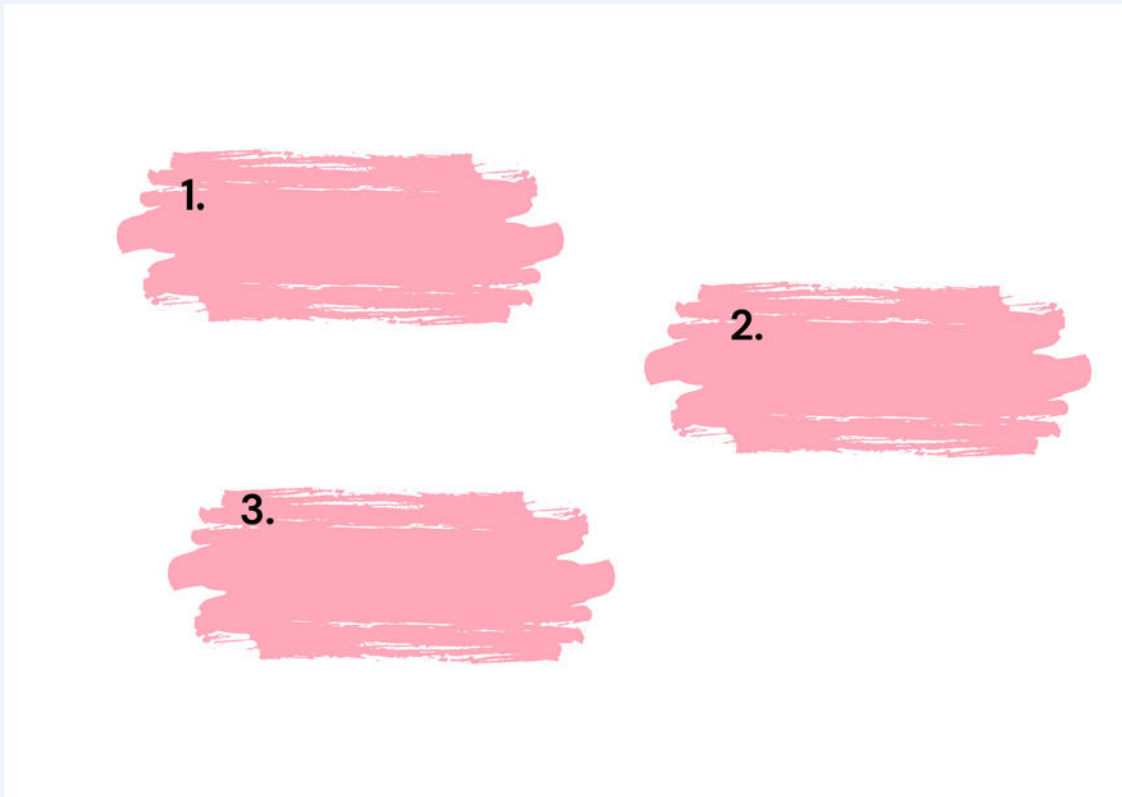
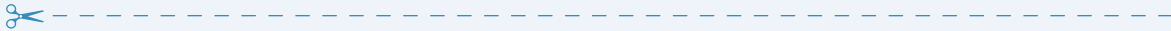
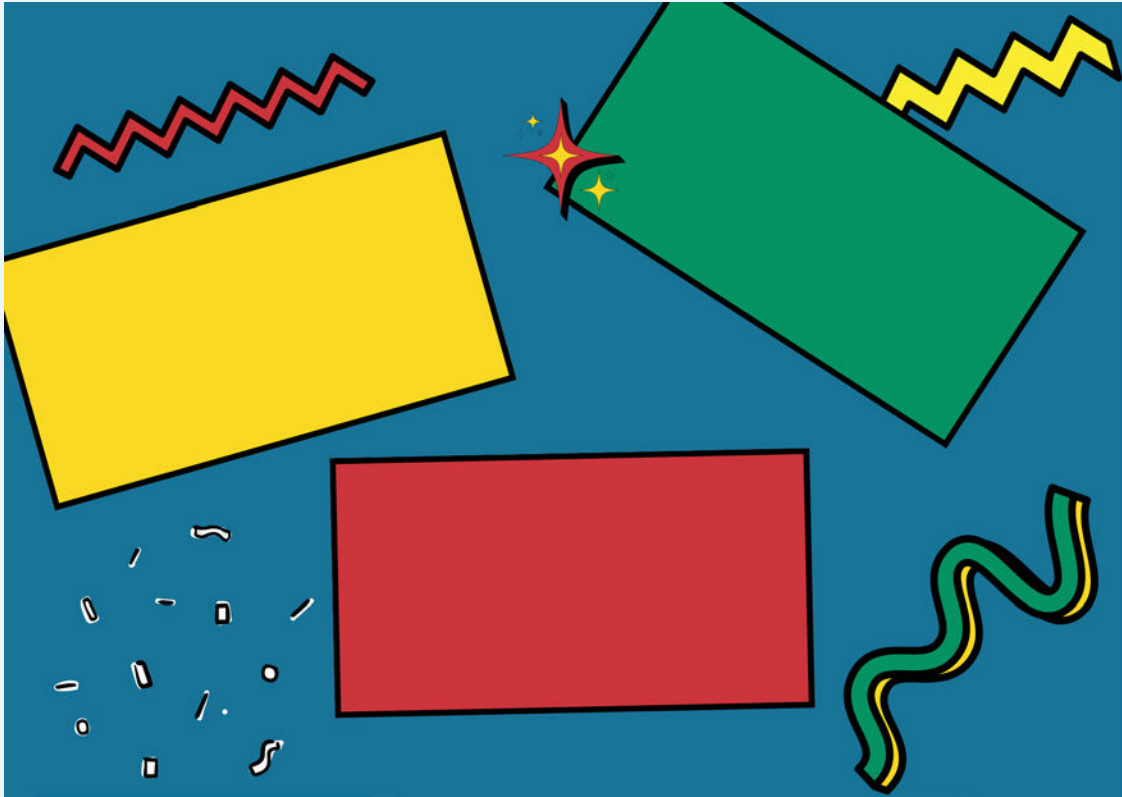
Step 1: Cut out the postcard

Step 2: Give it to somebody in your life who's opinion you value

Step 3: Ask them to fill out the postcard with three things they like about you and to give it back to you

If you don't like getting compliments — just give them yourself.
If you know somebody who should hear more often something positive, fill out the card for them.





Here is some space for your own notes:

Publisher

BIS Netzwerk für betriebliche Integration
und Sozialforschung e.V. (BIS), Gesellschaft
für duales Lernen gGmbH (GDLB)

Project Coordinator: BGZ Berliner Gesellschaft
für internationale Zusammenarbeit mbH

www.bisev-berlin.de
www.access-youth.eu

Project partners

Südwind - Verein für Entwicklungspolitik und
globale Gerechtigkeit (Südwind), Die Wiener
Volkshochschulen GmbH (VHS), Fundación MUSOL
(Musol), Federació Valenciana de Municipis i
Províncies (FVMP)

Authors

BIS and GDLB

Donor: European Union Erasmus+



**Co-funded by
the European Union**

Graphics

BIS and GDLB

Berlin, 2024



access

www.bgz-berlin.de



Netzwerk
für betriebliche Integration
und Sozialforschung e.V.

www.bisev-berlin.de

Gesellschaft **GDLB**
für duales Lernen Berlin
gGmbH



www.suedwind.at



DIE WIENER VOLKSHOCHSCHULEN

www.vhs.at



Municipalistas
por la Solidaridad
y el Fortalecimiento
Institucional

www.musol.org



www.fvmp.org

The background is a solid blue color. It is decorated with several white, hand-drawn style lines that form various shapes, including loops, ovals, and curved paths. These lines are scattered across the page, creating a dynamic and artistic feel.

WWW.ACCESS-YOUTH.EU