



International Trainers
and Facilitators Federation

COMMUNICATION ON ENGAGEMENT (COE)

January 2018 – December 2019

Part I. Statement of Continued Support by the Chief Executive or Equivalent

12.08.2020

ITFF Foundation

Piramowicza 11/13

90-254 Lodz

To the representatives of the United Nations Global Compact,

I am pleased to confirm that ITFF Foundation reaffirms its support to the United Nations Global Compact and its Ten Principles in the areas of Human Rights, Labour, Environment and Anti-Corruption. This is our Communication on Engagement with the United Nations Global Compact. We welcome feedback on its contents.

In this Communication of Engagement, we describe the actions that our organization has taken to support the UN Global Compact and its Principles as suggested for an organization like ours. We also commit to sharing this information with our stakeholders using our primary channels of communication.

Sincerely yours,

Mrs. Aleksandra Przybysz
Manager of training projects and R&D



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Part II. Description of Actions

ITFF Foundation

ITFF Foundation is a non-profit organization. Our mission is to support community development. We are a federation, located in Poland, our focus is on research and development and implementation of innovative education with a network of more than 800 knowledge trainers as alumni, especially in management, media & STEM (science, technology, engineering, and mathematics). ITFF conducts projects in e-learning, remote learning, train the trainers, case teaching, project-based learning, and management tools for communities, universities, and companies.

We have conducted projects via European Parliament in Strasbourg and California, USA; supervised during projects in Bergamo, Italy; conducted workshops and facilitated sessions in Stuttgart, designing pedagogical evolutions, implementing case teaching for Tech Universities; supported NGOs i.e. "Habitat for Humanity", "Centrum Myśli Jana Pawła", "ISO".

Awards:

Last year we received

1. We've been recognized by President of Poland in Project "Startupy w Pałacu - Ekspansja" by the end of 2019 and were nominated as an organization that has got the potential for global expansion.
2. We've been recognized in the "School of Pioneers" organized by PFR.

The organization achieves its objectives through the activities of unpaid and paid. The basis of our activities is non-formal education. We conduct training activities and advisory services. We are developing organizations and individuals in specific areas.

We implement four thematic areas:

1. Research and development activities in the field of case teaching, analogical encoding, project-based learning, guided discovery, build and support processes, distributed teams, CSR.
2. Building competence of facilitation and train the trainers in the institutions, organizations, and companies; implementation of tools of facilitation.
3. Development of competencies of trainers and facilitators.
4. Support of entrepreneurship, communication processes, and the development of distributed teams.

Partners

Google; Microsoft; Socialbeakers; INSPRO; Lapis Bis; salesforce.org; BOX net; Provincial Labour Office in Lodz; District Labour Office in Gliwice; Labour Office in Warsaw; Provincial Labour Office in Katowice.



SUMMARY OF THE IMPORTANT ACTIVITIES OF THE ITFF FOUNDATION

1. Development of the organizational structure and team organization

- Team substantive implementing statutory activity counted 8 people. It should be emphasized that besides the team organization works with people in virtually every province so that it can carry out its activities to a greater extent.
- The organization continues cooperation with the Council of Non-Governmental Organizations of Lodz Province and the Ministry of Labour and Social Policy - Program under the Charter Large Family as a partner.
- The organization continues cooperation with the Information Society Development Foundation (FRSI).
- In 2018, we started cooperation with small, micro, and medium-sized enterprises by providing them with training under the Podmiotowy System Finansowania (Entity Financial System).
- Also in 2018, we started cooperation with “MIDEA – marka może więcej” and Paweł Tkaczyk on a new project, building a community of trainers around the world - trainers.org. The project was piloted in June 2020. The internet platform we implement allows trainers from around the world to get to know each other, build their brand, and promote training, while potential participants can reach experts in their field of interest.

2. Measures implemented under ITFF

- Research and development, and working groups in the field of training and development projects in the field of social innovation, entrepreneurship and start-ups, management teams, management, social economy, and building public audience development.
- Training and open workshops dedicated to organizations and units of local government and business.
- We carry out research and development projects. During 11 years we have trained many employees of small, micro and medium-sized enterprises, universities, offices, as well as individuals. We have implemented projects increasing the teaching competences of academic teachers, inter alia: SWPS, AGH University of Science and Technology, Lodz University of Technology, and the Silesian University of Technology. We have trained with Harvard working methods and case studies, pedagogical evolution, project-based learning, guided learning. Moreover, the organization provides methodological supervision services for lecturers of the Lodz University of Technology. The universities are our regular customers.
- Training and workshops open to non-profit.
- Training in the case teaching methodology.
- Train the Trainer Course (Course Trainers and second degree, course facilitation and supervision).



- Festival Workshop Pro Publico Bono.
- We offered space for training, workshops, and coaching during the years 2018 - 2019 at the Business Center Laboratory in 1113 in Lodz.
- TechKlub Lodz.

In 2018 and 2019, we participated in the activities of both organizations and several institutions and companies and universities, and individuals. It was attended by representatives of various sectors. We implement comprehensive and personalized development programs for entrepreneurs (small, micro, and medium). Since 2009, we have completed over 1,000 workshops and training sessions. In 2019, we completed 5,822 hours of stationary training, thus we trained 2,241 individual clients and 79 institutional clients. The training most often cover issues related to sales and customer service, emotional management and effective decision making; avoiding making cognitive errors; obtaining external financing; building relationships; use of social media for sales; conflict resolution. As part of training courses for entrepreneurs, some of them are dedicated to companies employing low-skilled and 50+ employees, as well as employees at risk of social exclusion. Training is carried out within the Podmiotowy System Finansowania (Entity's Financing System). The aim of this training is to improve competences, acquire knowledge and skills, and to change attitudes.

3. Development of the School of Trainers, including the Trainers Course, course facilitation and supervision:

- Strengthened competence team in the field of supervision and management of educational projects based on tools and standards from the United States and the European Union (method of collection, and ISO standards, MEN accreditations, specific tools and methods in the curriculum).
- Membership in the Polish Chamber of Training Companies.

SCHOOL TRAINERS

- In 2018, in the Trainers Course (I degree), attended 70 people.
- In 2019, in the Trainers Course (I degree), attended 56 people.

FESTIVAL WORKSHOP PRO PUBLICO BONO

Festival Workshop Pro Bono is a tool for the development of individuals and the release of their potential! During this event, we combine two complementary groups. These are the trainers / coaches working pro-bono to realize the need for knowledge transfer and seekers of knowledge and realizing the self-development - the participants of the Festival Workshop Pro Bono.

- In 2018, we organized the eighth and ninth edition of the Festival Workshop Pro Publico Bono. It was attended by 52 participants.
- The jubilee edition of the Festival, the tenth, took place in 2020. In total, attended by 70 people.



In 2018,

1. We organized 5 editions of the PROFESSIONAL CERTIFIED TRAINER AND FACILITATOR Course. Projects for the National Center of Culture.
2. For small, micro, and medium-sized enterprises, we conducted a series of training on building relationships in business, building a competitive advantage, management, and marketing.
3. We have started cooperation with Campport Anna Madajska. We have trained the staff of summer camps, animators, educators, and tour guides.
4. We have started cooperation with Izabela Buszewicz - mediator and trainer, who runs courses in the field of mediation.
5. We are continuing our cooperation with the Silesian University of Technology in Gliwice in the field of case teaching methodology. Project for the Silesian University of Technology in Gliwice. Topic: Training in the methodology of teaching cases, aimed at academic teachers.

In 2019,

1. In September 2019, we started cooperation with the Polish Development Fund. The CEO of ITFF, Mateusz Stasiak, successfully completed the second edition of the School of Pioneers, which resulted in an application to the "Startups in the Palace" competition and obtaining a recommendation from the President's Office for a company with the potential for global expansion. We are in constant contact with experts responsible for the School of Pioneers project, incl. with the PFR Innovation team and experts from Poland and around the world.
2. In 2019, we strengthened our cooperation with the Łódź Special Economic Zone by joining the partnership program, thus gaining the status of a company recommended by this entity and actively participating in its life. Our profile is available at <https://sse.lodz.pl/fundacja-itff/>, as the only one from Łódź, we represent the category.
3. We have implemented a series of workshops on assertiveness, communication, dealing with emotions and stress, organization management. Project for Mega Błysk Group Mariusz Pawlak.
4. We have created a 1st-degree training course, training in organizational culture, organization management, marketing communication, advertising photography for the Dance Factory
5. We have created a series of training courses in the field of negotiations, team building, brand building, social media, management for small and micro enterprises from the Lodz region.
6. We have created specialist courses in the field of combat shooting for HRT Sebastian Frackiewicz, and DOUBLE ALPHA Sp. Zoo.
7. We started cooperation with Centrum Tańca Dance.pl Zbigniew Zasada, an enterprise from the artistic and cultural sector, educating the management and dance instructors in the field of customer service, building a committed team, company management, social media, communication, sales.



8. We started cooperation with the Faculty of Management of the University of Lodz in the field of methodology of teaching cases.
9. We continue our cooperation with the Silesian University of Technology in Gliwice in the field of methodology of teaching cases.
10. We started cooperating with the Lodz University of Technology, where we conducted the "Trust in business" training.

Part III. Measurement of Outcomes

We evaluate our actions. Evaluation of our participants, their opinions, and guidance are one of the most important elements affecting the long-term quality and results of our work.

Opinions about the Course Trainers are located on our website <https://www.itff.eu/kurs-trenerski-i-stopnia-online/>

All trainings conducted within the Podmiotowy System Finansowania (Entity Financing System) are subject to evaluation. The average rating of our foundation in the Development Services Database is 4.8 / 5 based on 3345 ratings.

According to the training market report for 2019 by Gazeta Finansowa, we are 2nd in Poland in terms of revenue dynamics, 4th in terms of the number of lecturers in 2019 and 5th in terms of the number of individual clients in 2019 (the report can be downloaded directly from <https://gf24.com/business-reports/item/2667-market-trainings>)

- The number of individual clients in 2019 amounted to 2,241
- The number of institutional clients in 2019 amounted to 79.

With regards to the UN Global Compact, ITFF Foundation will to continue to show support to the UNGC.

Aleksandra Przybysz

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