



# Guide to popular education in associations

# Developing your association together with Swedish Sports Confederation (RF) and the Swedish Sport Education (SISU)

This is a guide for those of you working with popular education and education activities in an association. You may for example be a leader, education officer or a learning group leader in your association. We will tell you about what RF-SISU is and what we do in the sports movement and how, with popular education as a method, we can support you and your association in your development efforts.



## TIP!

Here is a short film to help you if you would like to know more about popular education in the sports movement. >>

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# What is popular education?

Popular education is a form of learning in which the participants themselves decide what they wish to learn and know more about. In popular education, the most important thing is the meetings that occur between people and how they can learn from each other through talking to each other. Popular education is based on voluntary choice, the desire to participate, closeness and accessibility – perfect for all those in an association. The most usual way of doing this is to meet together, talk and reflect on a subject that you have chosen.

**>> TIP!** *Here you can read more about popular education*

## Popular education on line

Popular education is changing and digitisation offers new opportunities for learning together. Opportunities that open up the possibility for a diverse and more flexible type of learning. This can be done both individually and in a group, both on line and in a physical environment. Providing learning groups, courses and lectures in various forms make it possible for more people to participate. Your association can carry out activities entirely in a physical environment, or as a combination of physical meetings and remote meetings, or solely in remote meetings. Digital tools can be used in various ways and for all of RF-SISU's various forms of popular education. Regardless of the digital tool, forum and/or platform you choose to use, your choice should always be based on what best suits the participants.

**>> TIP!** *Here are practical instructions for learning group leaders on line*

# The RF-SISU district – a resource for developing your association

There are 19 RF-SISU districts in Sweden. These are the regional and local organisations for the Swedish Sports Confederation and SISU. We are happy to share our experiences, and provide your association with support and inspiration in a spirit of cooperation that you will find both useful and enjoyable. In order to organise a learning group, RF-SISU can contribute with a certain amount of financial support by means of a popular education allocation. This may concern covering expenses for training materials, the rental of premises, study visits, participation of experts, etc.

You are welcome to contact RF-SISU directly and we will tell you more about how cooperating with us works.

### **The overall tasks of the RF-SISU districts are:**

- To support, represent lead and coordinate the sports movement in common issues at regional and local level
- To advocate and contribute to the development of sport through popular education in sports associations and special sport district confederations.

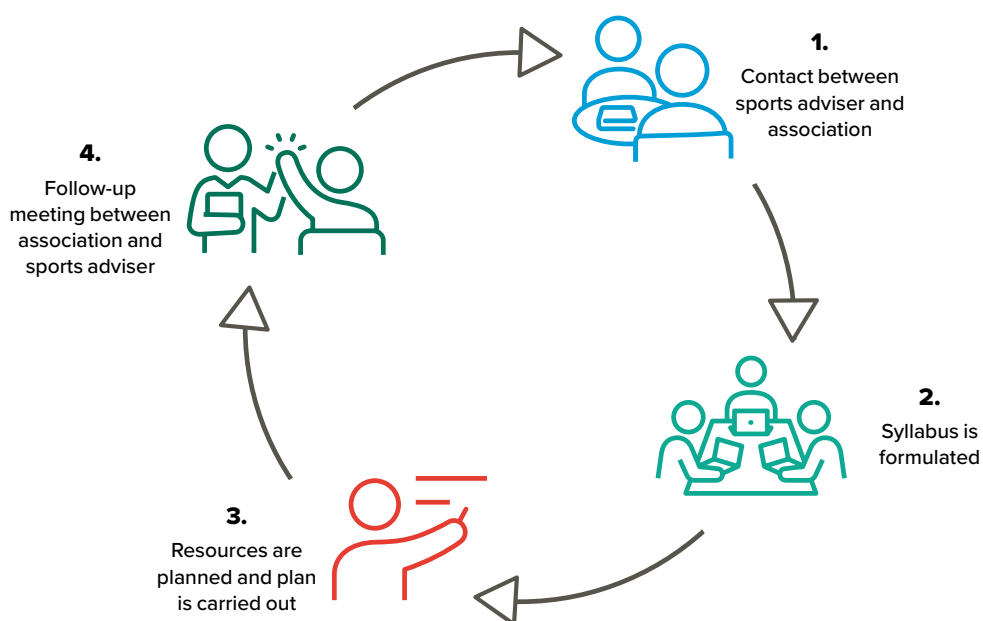




## Use the services of a sports adviser from RF-SISU

Local sports clubs and premises of associations are where sports advisers feel most at home. Every day, all the year round, they meet leaders of associations, trainers, active sports practitioners and parents throughout the country. A sports adviser will note the needs of your particular association, how you want to develop, and what you would like to achieve and then he or she can provide guidance and make suggestions to help you come further. Together, your association and the sports adviser will draw up a programme based on the methods and opportunities of popular education, adapted to just your association and your members. By working out this programme, opportunities are created to ensure that resources will be earmarked for the development of your association. It may be the case that RF-SISU has to charge for training materials, lecturers, study visits, etc.

Cooperation between your association and the sports adviser may be like this:



# Let people know that you are doing this together with RF-SISU

It is important that the members of your association taking part in RF-SISU popular education programmes are aware that they are being arranged together with RF-SISU. This is important, as it is a question of ensuring that your association will be able to make use of the resources that RF-SISU have available for organising popular education in associations. So – tell everyone in the association that you are developing together with RF-SISU:

- ✓ If you are a leader for a specific popular education activity in the association, you are responsible for ensuring that the participants are aware that you are doing this together with RF-SISU.
- ✓ Your association is responsible for ensuring that the logotype of the RF-SISU district is printed on all invitations and notices to attend meetings. Feel free to let people know that your association cooperates with RF-SISU on your website.
- ✓ Ask your sports adviser if you need help with anything.

## What is a popular education resource?

It is important that a popular education and training programme has been drawn up for your association together with a sports adviser. This programme will enable your association to benefit from RF-SISU resources for popular education.

This may concern:

- Training materials
- Fee for the learning group leader, course leader, lecturer, culture worker and process coordinator
- Rent for premises
- Pedagogical aids/digital devices.

## It is not possible to use a popular education allocation for the following activities

The regular activities of the association, for example annual general meetings/ other general meetings, board meetings, the work of the nominations committee or meetings for employees. These activities are not entitled to such grants and therefore have no entitlement to popular education resources.



## Working procedures

When your association wishes to carry our popular education activities together with RF-SISU, there are a number of different ways of doing this. We call these working procedures. These are what we and your association can get state support for. This support will provide increased opportunities for continued development of your association.

The following five working procedures are included:



**Learning group**



**Course**



**Process work**



**Lecture**



**Cultural event**

If the activity in your association is to be approved as popular education entitled to a grant, the following requirements have to be met:

|                                  | <b>Learning group</b> | <b>Course</b>    | <b>Process work</b> | <b>Lecture</b> | <b>Cultural event</b> |
|----------------------------------|-----------------------|------------------|---------------------|----------------|-----------------------|
| Time (minimum)                   | 3 teaching hours      | 3 teaching hours | 3 teaching hours    | 30 min         | 30 min                |
| Number of participants (minimum) | 3                     | 3                | 3                   | 5 + 1          | 5                     |
| Age (minimum)                    | 13 (7)                | 13               | 13                  | 13 (7)         | 13 (7)                |

- A teaching hour = 45 minutes
- Participants must be at least 13 years old. Exceptions can be made according to the table above, so that participants from the age of 7 may participate. This is on condition that the activity is adapted to allow this.



## Learning group

The most usual way that associations and RF-SISU coordinate as regards popular education is through learning groups. A learning group is a smaller group in which people conduct planned discussions, reflect and learn about various subjects. They seek knowledge together and their learning is based on their own interests. The purpose of this learning is for both the individual and the association to develop. It is important that everybody is given the opportunity to exert an influence and to have time for reflection and contemplation between meetings.

### Example

*An association organises work on core values in all youth teams. All the young people involved should have their say and formulate what is to apply in their group to enable them to become stronger together.*

**Which learning groups do you have in your association/group/team?**

## Learning group leader

Even though everyone in a learning group is expected to participate, someone needs to take on a leading role. We can call this person the learning group leader. His or her task is to plan, assume the role of moderator, create interest and engagement in the group.

**>> TIP!** *Here is a guide for learning group leaders*



## Course

A course should have a course leader whose task is to lead activities based on a clear syllabus and timetable. A course should have a specific focus and an explicit educational objective. The learning process, trying things out and reflecting are important aspects of such courses.

### Example

*The association arranges a course on sports injury for the leaders of the association.*

**What courses do you have in your association?**



## Process work

Process work is a form of popular education in which an association makes a concerted effort to initiate a development project aimed at a specific goal. The RF-SISU district provides a someone to lead the project and to organise and administer the work.

### Example

*An association is to work out a focus for their activities for the coming years. The association gets its leaders together and is supported by RF-SISU who assumes responsibility for leading the process and taking care of the planning of the day. All the leaders can then take part in the discussion in order to establish a common focus for further activities.*



## Lecture

Lectures are a well-established and common form of activities in popular education in the sports movement. A lecture is a source of inspiration, knowledge and a meeting place where leaders, active sports practitioners, parents and young people can meet.

### Example

*An association gets parents and other adults together for a lecture on nutrition to improve knowledge on what children can eat before, during and after training or a competition.*

**Which lectures do you have in your association?**



## Cultural event

A cultural event gives participants the opportunity to experience culture and to see and learn something different and new. The most common forms of cultural events are: theatre, singing, music, films, dance and exhibitions.

### Example

*Your association is celebrating its 50th anniversary and is planning and staging an exhibition to celebrate the association's 50 years. The exhibition will open on the day of the anniversary with members of the association in attendance. The exhibition is classified as a cultural event.*

**What cultural events do you have in your association?**

## Learning materials

It is important to have good training materials to ensure that a popular education programme maintains a high and even quality. This is also important when it comes to creating good conditions for the participants to acquire new knowledge. Make use of training materials from RF-SISU or other materials about the subject you wish to discuss or learn more about. These can include for example: Books, films, pods, dialogue charts and research projects, web-based materials, etc.

## Leaders

The leaders working with RF-SISU popular education are called different things depending on which activity they are working with. These include: Learning group leader, Course leader, Process coordinator and Lecturer.

The leader is an important person who helps create beneficial conditions to enable both the individual and the group to learn and develop. A leader working with popular education in your association must be approved by RF-SISU.

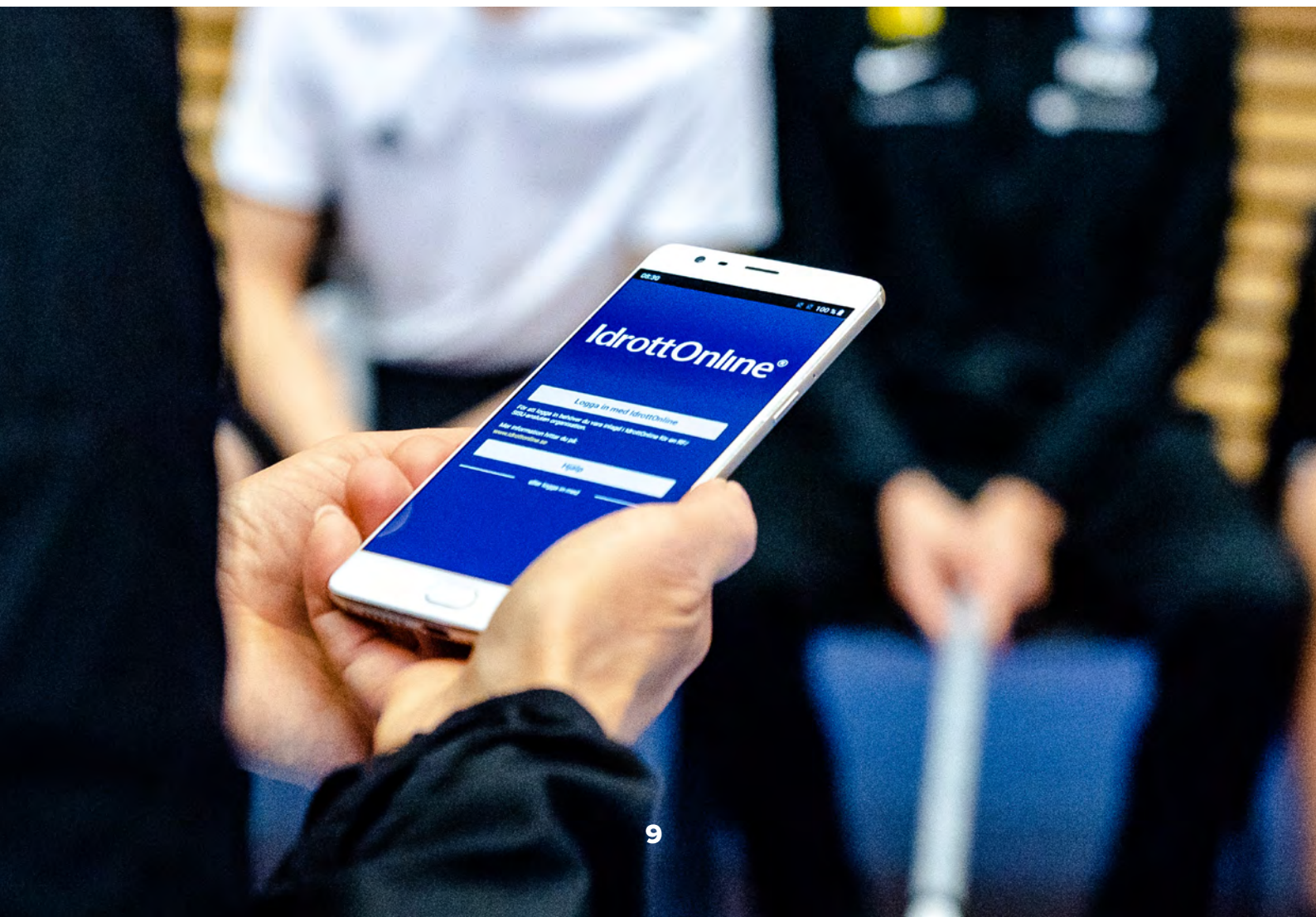
**>> TIP!** Here, learning group leaders can find support and training, etc.



# Reporting of popular education activities in IdrottOnline

Working with a learning group or any of the other forms of popular education entails a certain amount of administrative work. Reporting is necessary to enable your association to gain access to the support RF-SISU provides. You can see your report as a testament to all the good things you and your association have done. With the help of your report, your association can also gain access to statistics showing your popular education activities over time.

- ✓ You report your activities in IdrottOnline Utbildning (IF), which is an administrative platform for the sports movement.
- ✓ The sports adviser will help you to plan and organise your popular education projects in your association. The association's report is based on this agreement and plan.
- ✓ If you need help, contact your sports adviser, and you will be given support to get you started with reporting in IdrottOnline.







Read more about popular  
education in the sports movement at  
**[sisuidrottsutbildarna.se](https://www.sisuidrottsutbildarna.se)**

