



## Call for national co-facilitator European Youth Conference 2-5 March 2024, Ghent, Belgium

*JINT vzw is the Flemish knowledge centre for international youth mobility and international youth policy and the National Agency in Flanders, Belgium, for the Erasmus+ Youth and European Solidarity Corps programmes of the European Union.*

Between 1 January and 30 June 2024, Belgium will chair the Presidency of the European Union. JINT has been assigned to support the upcoming Belgian EU Presidency and its activities.

**WE ARE LOOKING FOR A NATIONAL CO-FACILITATOR TO CHAIR THE EUROPEAN YOUTH CONFERENCE TOGETHER WITH THE EUROPEAN FACILITATOR.**

## 1. Background information

### 1.1. ABOUT THE EU YOUTH DIALOGUE

The EU Youth Dialogue is a continuous process that brings together young people and policymakers across the European Union to jointly discuss, formulate and put forward proposals for the development of youth policy at national and European level.

### 1.2. ABOUT THE 10TH CYCLE OF THE EU YOUTH DIALOGUE

The EU Youth Dialogue is organised in 18-month work cycles. The 10th cycle runs from July 2023 to December 2024 over the course of the Spanish, Belgian and Hungarian EU Trio Presidencies. The topic of the 10th cycle is based on the **Youth Goal#3 of the EU Youth Strategy, focused on "Inclusive Societies", under the title "We nEed yoUth"**. The process during a cycle is chaired by the European Steering Group of the EU Youth Dialogue, composed of National authorities, National Youth Councils of the Trio Presidencies, the European Youth Forum and the European Commission.

A Youth Dialogue Cycle is divided into two main phases: the Consultation (or Dialogue) phase and the Implementation phase. During the Dialogue phase, consultations are held to gather the opinions, needs and solutions of young people on the covered topic (the youth goal). Then, the implementation phase aims to implement the consultation results into concrete activities and actions at local level.

**EU Youth Conferences** (EUYC) are a key element of the EU Youth Dialogue. They are organised by each Presidency and bring together **up to 300 young people and political decision-makers at national and European levels**. These conferences are the moment when ideas and demands regarding the topic of the EU Youth Dialogue are gathered at a European level, good practices and advices are exchanged, results of consultations are

collected and concrete political demands are formulated. The content of the three EU Youth Conferences of one cycle build on each other.

During the 10<sup>th</sup> cycle of the EUYD, the following EUYC are planned:

- From 1 to 4 October 2023 in Alicante
- From 2 to 5 March 2024 in Ghent
- September 2024 in Budapest

## 2. European Youth Conference in Ghent

The EU Youth Conference during the Belgian Presidency will take place from 2d to 5th March 2024 in Ghent, the European Youth Capital in 2024.

During this conference, participants take stock of the outcomes of the consultation phase and suggest possible activities to be carried out in order to implement Youth Goal #3.

During 2,5 days delegations of young people and policy-makers from over 30 countries work together to come up with valid recommendations towards (youth) policy makers. Experts and decision makers will be invited to give input on the topic and support this process.

A European facilitator will follow all three EUYCs and will prepare and chair this conference in cooperation with a national (Belgian) co-facilitator. The European Steering Group, a Belgian organising team and working group facilitators and rapporteurs will support them.

## 3. Tasks

As Belgian National facilitator your main task is to ensure engagement of all participants during the EU Youth Conference. To reach this, you will work in close cooperation with the European facilitator, European researchers processing the results of the European consultation as well as the other actors and stakeholders mentioned above. The task comprises both offline and online facilitation, preparation and follow-up.

A residential preparatory meeting of 2 half working days is provisionally planned on 23-24<sup>th</sup> November 2023.

A more detailed overview of the tasks and requirements:

- Moderate the event and facilitate sessions in cooperation with the European facilitator: e.g. lead through the conference, introduce sessions and speakers, moderate public sessions and panels, lead and facilitate thematic workshops and other sessions with groups of young people and decision-makers.

- Involve everyone in the group (composed of both representatives of youth, youth organisations and government representatives) in the working process;
- Prepare report templates and report on the discussions of participants in cooperation with the rapporteurs;
- Co-design materials that participants receive before the conference;
- Design the methodology and choreography of the conference together with other actors;
- Plan and prepare the conference sessions in close cooperation with national organisers and workshop facilitators and rapporteurs (before and during the conference).
- Attend preparatory and evaluation meetings when needed (online) and the EU Youth Conference.
- Plan and facilitate a webinar for participants to prepare for the Conference in advance, planned for February 2024;

## 4. Profile

### 4.1. EXPERIENCE NEEDED

- Have experience in facilitating large events with groups of young people and decision-makers (by using interactive and innovative methods);
- Have experience in participatory and open space working methods and formats;
- Have experience in moderating panels with (high ranking) politicians;
- Have intercultural sensitivity and experience in working with international and diverse groups with different profiles and levels of knowledge;
- Have experience in a youth organisation and a good knowledge of the themes of youth empowerment, social inclusion, access to youth rights, democracy debates and youth related policies and willingness to keep up-to-date with the latest developments in the field;
- Previous involvement with the EU Youth Dialogue (former EU Structured Dialogue) will be considered an advantage.
- Preferably between 18 and 35 years old

## 4.2. COMPETENCES NEEDED

- Be capable of managing bigger audiences (up to 300 people);
- Have a good sense of organization and be able to work under pressure and with tight deadlines;
- Show initiative, flexibility and creativity;
- Have problem-solving and teamwork skills;
- Be able to summarise and to present information in a clear way;
- Be able to provide support to the organisers as well as to the workshop facilitation team;
- Have excellent skills of communication with high-level public authorities, empathy and tact;
- Proficiency in English. Other languages of the Trio will be an asset.

## 5. Fees and costs

We consider 11 working days for this assignment.

### **Before the EUYC:**

1,5 day preparatory meeting with the EU facilitator and the organising team in Ghent (November 2023)

4 days for preparation of the conference, materials and methodologies (starting from December 2023)

1,5 day for preparing and facilitating a webinar for participants (February)

1 day meeting with facilitators and rapporteurs just before the event (2d March) at the venue

### **During the EUYC:**

3 full dedication days during the EUYC BE including debriefing

The daily fee will be 450 euro (including taxes).

## 6. How to apply

Please send the following documents to [sofie.vanzeebroeck@jint.be](mailto:sofie.vanzeebroeck@jint.be) before **10<sup>th</sup> October**:

- your CV;
- A cover letter explaining how your experience matches the profile and answering the following three questions:

*a) What is your relevant training and experience as a facilitator in relation to large youth activities and/or policy events at national or European level, and the Structured/EU Youth Dialogue events in particular? [You can also add links to video references if you like to].*

*b) What is your level of knowledge on the topic of social inclusion and youth participation? Please give specific examples.*

*c) What is your motivation in applying for this position? What innovative approaches (regarding methods to engage large international audiences) can you bring to EU Youth Conferences?*

The selection will be made by the Prep team of the EUYC composed of representatives from the Department of Culture, youth, media, the Belgian youth councils and the National Agency staff.

All applicants will be notified by the 12th October.

**A selection interview** will be planned with the most relevant candidates on **17, 18 or 19 October 2023**.

For any questions, please don't hesitate to contact [sofie.vanzeebroeck@jint.be](mailto:sofie.vanzeebroeck@jint.be) or 02/209 07 20.