

Call for European Conference Facilitator

9th Cycle of the EU Youth Dialogue

Call for a European Facilitator in the context of the 9th Cycle of the EU Youth Dialogue during the Trio Presidency of France, Czech Republic and Sweden for the three EU Youth Conference :

- from 24-26 January 2022 in Strasbourg ;
- from 11 to 13 July 2022 in Prague ;
- in March 2023 in Sweden.

- Please note. This call focuses on the French EU Youth Conference (EUYC). However, when applying you are expected to commit yourself for the EU Youth Conferences and additional preparatory meetings for a period of about 18 months (the 9th Cycle of the EU Youth Dialogue covers the period from January 2022 to June 2023).

It is possible that the conferences will take place in an online format, so it is important that the facilitator can also work online.

- **DEADLINE FOR APPLICATIONS: 30 November 2021 at 23:59.**

1. Background

a) About 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.

b) About the 9th cycle

EU Youth Dialogue is organised in 18-month work cycles. The 9th cycle runs from January 2022 to June 2023 over the course of the French, Czech and Swedish EU Trio Presidency. The topic of the 9th cycle is based on two youth goals¹ of the EU Youth Strategy: Youth Goal #10 “A green and sustainable Europa” and Youth Goal #3 “inclusive societies” under the title “Engaging together for a sustainable and inclusive Europe”

EU Youth Conferences are a key element of the EU Youth Dialogue. They are organised by each Presidency country and bring together up to 250 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 European level, good practices and advice are

¹ Youth Goals <https://youth-goals.eu/>

exchanged, results of consultations are collected and concrete political demands are formulated. The contents of the three EU Youth Conferences of one cycle build on each other.

2. EUYC of the 9th Cycle

a) The EU Youth Conference in France

The EU Youth Conference takes place from 24th to 26th January 2022 in Strasbourg and is organised by the French Ministry of national education, youth and sport, together with the French Youth Council. The French Presidency will start addressing substantive issues to reflect on the frame of the cycle, and will also discuss the specific angle of young people as actors of change towards the environment. As first conference of the 9th cycle of the EU Youth Dialogue it is an integral part of the consultation phase bringing young people from across Europe to discuss how the Youth Goal #10 and #3 can be implemented at the European level.

b) Upcoming EUYC in CZ and SE

The second EU Youth Conference will take place from 11th to 13th July 2022 in Prague in Czech Republic in July 2022 (11th-13th July) will take stock of what has been discussed during the consultation phase and its activities with young people. National working groups will be asked for progress reports on consultations in order to better formulate the topics of the conference. The final reports of the consultations will be an update of the progress report to be processed later after the conference to give the National Working groups more time to run the consultation during the summer. The conference will take place in ongoing consultations, and therefore partial results will be discussed there and will focus mainly on specific methods, from which proposals for youth actions for the implementation phase may arise. These ideas will inspire the implementation actions that would start after the Conference and after publishing of the summary report, at the local, regional, national and European levels.

The third and the last EU Youth Conference in Sweden in March 2023 will look at the first results and impact of implementation activities linked to the European Youth Goals #10 and #3 (based on reports submitted by the National Working Groups and INGyOs) of the 9th cycle of the EU Youth Dialogue. As well it will further develop the process/governance of the EU Youth Conferences and the EU Youth Dialogue to enhance inclusion and allow for a more transparent process with enhanced feedback to participants of the Youth Conferences. It will also reflect on the results from the 8th cycle of the EU Youth Dialogue focusing on the implementation of the Youth Goal #9 Space and Participation for All.

c) Expectations regarding the entire cycle including Czech and Swedish Presidencies

Even though this is not part of the specific call, the European facilitator is expected to commit to be available for the second and third EU Youth Conferences of the 9th cycle and to be present at the preparatory meetings for their entire duration. The conference in Czech Republic will take place in the second half of 2022, the one in Sweden in the first half of 2023. Hence, it is likely that the European facilitator will be further involved during the Czech and the Swedish Presidency.

The European facilitator should play a multiplier role by sharing their experiences of the whole cycle with their co-facilitators - selected by the national organisers - and to identify innovative and effective methodology according to the different objectives of the three EU Youth Conferences.

3. Mission and tasks

Mission :

At the EU Youth Conference in France, the Conference facilitator will head through the conference in cooperation with one co-facilitator who will be selected nationally. Besides the facilitation of workshops, designing the methodology, on which they will work with researchers, engaging the participants and moderating different formats at the conference is one of the main tasks.

The preparation will be made in close cooperation with national organisers and co-facilitator of the conference and includes a web seminar for the participants. The facilitators will plan and prepare these sessions and formats beforehand in close cooperation with the national organisers at preparatory (online) meetings, by e-mail and telephone.

Furthermore, the European facilitator will be responsible for creating a methodological coherence between the three European Youth Conferences in cooperation with the European Steering Group of the 9th cycle. He / she will ensure the quality of the conference workshops in line with the methodology of the cycle.

A more detailed overview of the tasks, responsibilities and requirements can be found below.

Tasks :

- Event moderation and session facilitation in cooperation with a co-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.

The Conference facilitators will lead a team of people made up of session facilitators. They should be able to cooperate with them and lead them.

Depending on the share of tasks between the members of the facilitation team, this could include moderating :

- plenaries sessions to introduce topics and summarise results ;
 - panel discussions with high ranking politicians and representatives of youth organisations while strongly involving the plenary through interactive methods.
- Get everyone in the group (composed of both representatives of youth organisations and government representatives) involved in the working process ;
 - Report on the discussion of participants ;
 - Collaboration on materials that delegates receive before the conference ;
 - Design the methodology and choreography of the conference together with other actors ;
 - Prepare a session report and ensure that the documentation from the workshops is produced;
 - Develop the methodology, plan, and prepare the conference sessions in close cooperation with national organisers, co-workshop facilitators and conference facilitators (personal meetings, by e-mail and telephone and briefings during the conference) ;

- Attend preparatory meetings, EU Youth Conferences and evaluation meetings ;
- Plan and facilitate a web seminar for participants to prepare for the conference in advance (planned for January 2022) ;
- Facilitate a webinar, prepared by researchers and the ESG, after consultation phase (in September 2022) where conclusions will be presented and discussed ;
- Ensure a coherence between the consultation package designed by the ESG and the researchers and the methodology, objectives and outcomes of the conference to support the National Working Groups to run qualitative consultations as part of the 9th cycle of the EU Youth Dialogue and International Non-Governmental Youth Organisations participating in the cycle ;
- Ensure that there is continuity and coherence between the three EU Youth Conferences throughout the 9th cycle and participate at meetings of the European Steering Group as necessary (mostly online, only for selected agenda items).

4. Required experience and competences:

a) Experience needed :

The European facilitator needs to :

- Have experience in moderating public sessions and panels with (high ranking) politicians ;
- Have experience in participatory and open space working methods and formats ;
- Have intercultural sensitivity and experience in working with international groups ;
- Have experience in leading groups comprised of participants with different levels of knowledge ;
- Have experience in facilitating workshops and other sessions with groups of young people and decision-makers ; by using interactive and innovative methods ;
- Have experience in a youth organisation and a good knowledge of the themes of youth empowerment, access to youth rights, democracy and political participation of young people ;
- Have a good knowledge of EU democracy debates and youth-related policies and willingness to keep up-to-date with the latest developments in the field ;
- Have good knowledge of sustainable development issues ;
- Have a good knowledge of the EU Youth Dialogue (former Structured Dialogue) ;
- Be between 18 and 35 years old ;
- Experience in online facilitation in case of necessity of online conferences format.

b) Competences needed :

The European facilitator needs to :

- Be capable of managing bigger audiences (up to 300 people) ;
- Have a good sense of organization ;
- Show initiative, flexibility and creativity ;
- Be able to work under pressure and tight deadlines ;
- Have problem-solving and conflict-management skills ;
- Be able to set clear priorities ;
- Be able to have an overview on a complex structure of work ;
- Be able to summarise and to present the results of workshops ;
- Be able to provide support to organisers as well as the facilitation team ;
- Have excellent skills of communication with high-level public authorities, empathy and tact ;

- Have excellent level of English. French is appreciated. Other languages will be an asset.

5. How to apply?

Please send your :

- corresponding offer for your assignment at **the EU Youth Conference in France**,
- a CV, and
- a cover letter explaining how your experience matches the profile

together with the answers to the three questions below in order to showcase the required competences and knowledge below by **30 Novembre 2021 at 23:59**.

- 1) 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/Youth Dialogue events in particular? Here you can also add links to video references if you like to.
- 2) What is your level of knowledge on the topic of sustainable development and Youth Participation? Please give concrete examples.
- 3) What is your motivation in applying for this position? What innovative approaches (regarding methods, tools etc. to engage large international audiences) can you bring to the EU Youth Conferences ?

The European Steering Group of the 9th EU YD Cycle will proceed to the selection of one European facilitator for the 9th cycle of the EU Youth Dialogue.

If you have any queries, please contact the Ministry pfue.jeunesse@education.gouv.fr and the French Youth Council (CNAJEP): cnajep@cnajep.asso.fr.

NB: Preparing the EU Youth Conference in Strasbourg, please note that, in parallel, calls for co-facilitators will be launched. It is not possible to be selected for both positions of co- and European facilitators. For this reason, please do inform us as soon as possible if you choose to apply for the calls for the co-facilitators as well.

6. Practical information

In the application, precise information needs to be provided on :

- Estimated Number of working days for the Conference in France (preparation and Conference) and price per day ;
- Travel requirements ;
- Covered expenses.

Applications need to be sent by November 30th, 2021, to the following addresses: French Ministry of National Education, Youth and Sports at pfue.jeunesse@education.gouv.fr and the French Youth Council (CNAJEP): cnajep@cnajep.asso.fr