



# CALL FOR FACILITATORS AND HARVESTERS

WE ARE LOOKING FOR 10 FACILITATORS AND 10 HARVESTERS TO GUIDE THE PROCESS IN THE WORKING GROUPS DURING THE EUROPEAN YOUTH CONFERENCE IN BUDAPEST



# 1. INTRODUCTION

Hungary will hold the Presidency of the Council of the European Union from July 1 to December 31, 2024. The Hungarian Ministry of Culture and Innovation, which is in charge of youth affairs in Hungary, is organising the EU Youth Conference in Budapest from September 7 to 10, 2024, in collaboration with the Hungarian National Youth Council. We are thrilled to collaborate with the selected candidates on the last EU Youth Conference of the tenth cycle of EU Youth Dialogue.

## 2. BACKGROUND INFORMATION

### 2.1. ABOUT THE EU YOUTH DIALOGUE

Based on its “Cooperation on youth” (SOC/759), the European Economic and Social Committee (EESC) underlines the importance of having accurate, up-to-date data in order to monitor and evaluate the impact of policies on youth and to define good practices which address young people. 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. It was introduced in 2010 as the “Structured Dialogue” with young people under the EU Youth Strategy 2010-2018. It continues to be one of the main policy instruments of the EU Youth Strategy 2019-2027, confirming EU’s commitment to youth participation as its key priority. It serves as a forum for reflection and consultation on the follow-up of the EU Youth Strategy. The aim of the EU Youth Dialogue is to give a voice to young people, especially those with fewer opportunities, as well as to serve as a means of implementing policies that take into account the preferences of young people while also consulting with them. The EU Youth Dialogue involves bodies representing young people meaningfully throughout the policymaking process and it is often led by and with the help of the National Youth Councils.

## 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 phases: firstly the Consultation (or dialogue) phase, secondly the Implementation phase and lastly the development of recommendations for youth policies on the outcomes for the Cycle. During the dialogue phase, consultations are held to gather the opinions, needs and solutions of young people on the covered topic (the relevant European 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 advice 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 10th cycle of the EUYD, the following EUYC were planned:

- + From 1<sup>st</sup> to 4<sup>th</sup> October 2023 in Alicante
- + From 2<sup>nd</sup> to 5<sup>th</sup> March 2024 in Ghent
- + From 7<sup>th</sup> to 10<sup>th</sup> September 2024 in Budapest

## 2. EUROPEAN YOUTH CONFERENCE IN BUDAPEST

The EU Youth Conference during the Hungarian Presidency will take place from **7th until 10th September 2024** in Budapest. During this conference, participants take stock of the outcomes of the implementation phase and suggest possible recommendations. These will feed into the Council Conclusion on the outcomes of the 10<sup>th</sup> Cycle. 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 as well as measures for implementation. Representatives of youth organisations, experts and decision makers will be invited to give input on the topic and support this process. A lead facilitator will prepare and chair this conference in cooperation with a national (Hungarian) co-facilitator. The European Steering Group, a researchers and editing team, the Hungarian organising team and working group facilitators and harvesters all play a key role.



### 3. THEMATIC AREAS AND WORKING GROUPS

The theme of the EUYC in Budapest will be:

**Finding solutions that help young people living in more isolated areas, with fewer opportunities, to get more information and opportunities, and to make use of their untapped potential to prosper locally.**

The Youth Dialogue is built around 3 targets of the Youth Goal on inclusive societies:

- + Strengthen outreach of information to marginalised young people, to ensure they are aware of spaces, opportunities and experiences available to them.
- + Strengthen social support by implementing the right to a living wage, fair work condition, universal access to quality health care, and ensure specific measures for marginalised young people.
- + Ensure that marginalised young people are participating in all decision-making processes and are key players, particularly in processes concerning their own rights, wellbeing and interests.

These targets will be further split into concrete areas (such as access to resources, formal education, non-formal education, health care, employment, housing, etc.). Each working group will work on one of these areas, linked to the subtargets. Each working group will consist of approximately 20-25 participants (a mix of youth representatives, youth organisation representatives and ministerial delegates from different countries) who will have the task to focus on one specific area during the entire conference.

Different kinds of input will be provided for the working groups:

- + the results of the national and European consultation process
- + examples of good practice and existing support on local, national and European level
- + availability of experts coming from the field or academia
- + dialogue with policy makers in the field of youth and fields related to the subtargets

The facilitators will be responsible to guide the process in their working group and ensure that the objectives and outcomes of their working group are achieved. Harvesters are responsible for keeping track of the outcomes of working groups through note taking and use of digital tools. Facilitators and harvesters should work as a team, with each of them fulfilling at the same time their respective role's responsibilities.

## 4. TASKS

The main tasks of a **facilitator** are:

- + expert facilitation of working group sessions using interactive methods (using both online and offline tools)
- + implementation of a common methodology and flexible adaptation to circumstances if needed
- + facilitation of different formats that will be used during the conference (working groups sessions, market of good practices, dialogue with experts and policy makers)
- + creating a safe space for participation and engaging all the participants in the discussions
- + guiding and supporting delegates throughout the conference

The main tasks of a **harvester** are:

- + helping to formulate the outputs of the working groups
- + making sure the discussions as well as the different inputs and key outcomes are reflected in a report template
- + supporting the dialogue with experts and policy makers within the working group
- + supporting the participants to voice their messages
- + providing general support to the facilitator, the researchers and editing team

### 4 Common tasks:

1. Attend the necessary preparatory meeting(s):
  - a. online preparation meetings (approx. 2-3)
  - b. 7<sup>th</sup> of September: in-person briefing for the whole team and final preparations
2. Prepare for working groups based on the preparatory meeting and lead facilitators' directives.
3. Follow the plenary sessions of the conference
4. Work in close cooperation with the lead facilitators, the editing team as well as with the organising and communication team of the event and the researchers.
5. Provide constant feedback on the improvement of the EUYC

## 4. PROFILE

### 4.1. EXPERIENCE NEEDED

- + Have experience in facilitating workshops and other sessions with groups by using interactive and innovative methods
- + Have experience in writing analytical reports (only relevant for harvester)
- + Have experience in leading groups comprised of participants with different levels of knowledge and diverse profiles (young people, INGYO representatives, ministerial delegates, experts, policy makers)
- + Have intercultural sensitivity and experience in working with international groups
- + Have good knowledge of youth policy and the youth field in Europe, especially in the chosen theme related to social inclusion for young people (see Thematic areas);
- + Previous involvement with the EU Youth Dialogue (former EU Structured Dialogue) or as facilitator/harvester of a European Youth Conference will be considered an advantage.

### 4.2. COMPETENCES NEEDED

- + Have a good sense of organization and be able to work under pressure and with tight deadlines;
- + Being able to create and hold a safe space where all participants feel comfortable and included in order to allow meaningful participation
- + Working with online and offline tools
- + Show initiative, flexibility and creativity;
- + Have good problem-solving and teamwork skills;
- + Have excellent skills of communication with young people as well as with high-level public authorities, empathy and tact;
- + Be able to summarise and to present information in a clear way;
- + Proficiency in note taking (only relevant for harvesters)
- + Good to excellent command of the English language (the facilitation and harvesting will be conducted in English)

## 5. FEES AND COSTS

For this task we consider 4 working days including (individual and team preparation, briefing, preparation and debriefing on the spot (1 day), conference (3 day)).

The daily fee will be 300 euro (including taxes).

Costs of travel (2nd class), board and lodging incurred in relation to the meetings and event will be covered by the organizers. All necessary facilitation materials and online tools are provided by the organizer on demand by the facilitator.

## 6. HOW TO APPLY

You can either apply as facilitator or harvester or for both roles.

You can also apply as a facilitator-harvester team. In that case please indicate with whom you prefer to collaborate and explain your complementarity.

Please send the following documents to [euyc.hu24@kim.gov.hu](mailto:euyc.hu24@kim.gov.hu) by **19th of June, 2024**.

- + your CV;
- + A short video message (max. 1 min in English) explaining your motivation in applying for this position and what innovative approaches you can bring to EU Youth Conference.
  - a. A cover letter explaining how your experience matches the profile and answering the following three questions:
  - b. What is your relevant training and experience as a facilitator/harvester in relation to 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].
  - c. What is your level of knowledge on the topic of social inclusion and rural youth? Please indicate the thematic areas of your preference.
- + Confirming your availability for the duration of the whole event (arrival on 7<sup>th</sup> September, departure on 10<sup>th</sup> September after debriefing) and the preparation beforehand.

The selection will be made by an expert evaluation board and the prep team of the EUYC composed of representatives from the Deputy Secretariat for Youth, the National Youth Council of Hungary and the Lead Facilitators. All applicants will be notified at latest by **1<sup>st</sup> of July 2024**. For any questions, please don't hesitate to contact [euyc.hu24@kim.gov.hu](mailto:euyc.hu24@kim.gov.hu), or +3617958464.