

**UN YOUTH AUSTRALIA  
YOUTH REPRESENTATIVE LIAISON COMMITTEE**

**POSITIONS VACANT**

**Experienced facilitators with UN Youth, and those with no experience of the organisation, are equally encouraged to apply.**

About UN Youth Australia

UN Youth Australia is a national community-based organization that exists to educate young people in international issues, express the opinions and ideals of young people, and empower youth with the knowledge and skills to make a difference within the local, national and international community. It is run entirely by volunteers aged 18-25. Visit [www.unyouth.org.au](http://www.unyouth.org.au) for more information.

About the Australian Youth Representative to the UN Program and Consultation Tour

The Youth Representative Program is the only role of its kind in Australia. The Australian Youth Representative to the UN -- this year, filled by Kareem El-Ansary -- is a role appointed annually by UN Youth Australia in partnership with the Department of Foreign Affairs and Trade. Running since 1999, the Youth Representative holds an extensive, nationwide consultation tour to engage with and discover the issues that are most important to young Australians. Known as the Listening Tour, this consultation process sees the Youth Rep meeting not only with young leaders, but also prominent members of the Australian community. This includes MPs, NGO leaders and those involved in the youth and education sectors. Last year, Amos addressed numerous youth conferences, conducted school visits in regional and rural areas, met with young people living in emergency housing, and visited juvenile detention centres (to name a few) in his successful tenure.

In September, Kareem will be travelling to New York to represent Australian youth at the United Nations, as a member of the Official Australian Delegation. In conjunction with UN Youth, he will then carry out a Report-Back process to present both his consultation findings and his experience in New York. The program will mostly finish in mid-December, to allow handover and planning for the next Youth Representative.

About the Role: Youth Representative Officer

Assisting Kareem’s time in Australia is the Youth Representative Liaison Committee, headed by UN Youth’s Chief Youth Representation Officer, Nick Mezo. This Committee partly comprises one or two liaison officers selected by every division to book consultations, who have already been appointed. However, there are a range of additional ways that committee officers can assist the Youth Representative program. *This* position description and application process is for those other officers.

In joining the committee, you may be asked to assist the liaison in your division to book consultations. In addition, however, all successful applicants will join at least one of the following working groups. Applicants will be asked to rank their working group preferences, and to explain this ranking.

Working groups:

1. **Communications.** The variety of communications work required in this program, and the potential to expand this work, is immense. With more than 10,000 likes, the Youth Representative Facebook page has a similar following to that of UN Youth itself. This page needs regular, quality content – and while Nick and Kareem have been running that page this year, neither have graphic design, photography or videography skills. We are also interested in expanding to new platforms such as Instagram (briefly utilised for the program in 2017), Twitter and YouTube. Hence, these skills are highly prized. The communications working group may also seek media appearances for the program, and assist with the compilation of the final Report(s) after the Listening Tour. There is space for some creative license and individual vision in applying for this working group.
2. **Partnerships.** Kareem and Nick, with some assistance from Chief Development Officer Murray Buchanan, have been seeking large partners and will continue to do so. However, we believe that partnerships and grant-seeking should be a near-constant process throughout the year: *not just in January and February*. It is integral that this unfunded and unpaid program takes full advantage of potential partners and grants throughout the year.
3. **Political Engagement.** Amos built up an excellent variety of contacts in politics, and we’re determined to not only maintain regular engagement with these contacts, but to expand the list. This working group will inform our contacts of the program’s progress, reach out to new individuals, and help set up meetings between Kareem and leaders when he’s visiting divisions.

This focus-group model is a development from a similar model piloted at the end of last year by Nick.

This role is somewhat flexible in that it allows individuals to preference which of these tasks they would like to assist with and how much time they would like to volunteer. However, officers will also need to be flexible to the program’s priorities, and must understand that the officer role is a commitment to a minimum of 2-5 hours every fortnight.

Officers are appointed for 2019 but may request to remain on the Committee next year. Past experience on the Committee is valued, but we enthusiastically seek applications from a wide variety of people – including those with no previous experience within UN Youth.

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|  | **Youth Representative Liaison Officer** |
| **Job Outline** | * *See above.* |
| **Key Performance Indicators** | * A balanced relationship with the Youth Representative, CYRO and Divisional Executive. * Effective communication with the Youth Representative, CYRO and Divisional Executive. * Establishment of new opportunities for the Youth Representative program. * Representing UN Youth Australia and the program well to outside parties. |
| **Characteristics and skills required** | * Be between 18 - 25 years of age. * Demonstrate an interest in youth engagement, youth affairs and the empowerment of young Australians, in line with UN Youth’s missions of ‘opening young eyes to the world’ and ‘young Australians leading global change’. * Demonstrate strong leadership and collaborative competencies. |
| **Time Commitment** | * Flexible, with a minimum commitment of 2-5 hours every fortnight. |
| **Reports to** | Chief Youth Representation Officer (Nick Mezo). |

UN Youth Australia welcomes applications from Aboriginal and Torres Strait Islanders, people living with disabilities, and candidates from culturally and linguistically diverse backgrounds.

Apply here: https://unyouth.wufoo.com/forms/zdgdifq1j762we/