

# 2021 NX COMMITTEES

## EXPRESSION OF INTEREST PACK

### BACKGROUND

UN Youth New Zealand is a non-profit organisation that provides civics education outside the traditional classroom context. Our goal is to inspire young New Zealanders to be global citizens in the rapidly globalising world of today.

The National Executive (NX) is a group of senior volunteers who are responsible for the day-to-day management of UN Youth New Zealand. The NX oversees operations of the organisation across Aotearoa. The NX provides support and direction to all of UN Youth's international tours, national conferences and regions to achieve our mission of inspiring global citizens. The NX is going to be making appointments for its Budget Committee, Welfare Committee, Policy Committee and Te Kawekawe (Māori and Pasifika Advisory Committee).

### ABOUT THE ROLES

#### BUDGET COMMITTEE (3)

The Budget Committee (BC) will be responsible for approving event budgets for our three national conferences and all regional events. The National Finance Officer will do a preliminary review of the event budgets before they are passed to the BC.

The BC will also be responsible for discussing financial strategies, improving financial processes and liaising with the Board of Directors, officeholders and volunteers to understand their experiences with finance in our organisation. Specifically, the BC may communicate their perspectives to the Board of Directors' Financial, Risk and Audit Committee to contribute to long-term strategies.

The NX will be appointing **3 permanent members** on the BC in 2021.

#### WELFARE COMMITTEE (3)

The Welfare Committee (WC) will be responsible for approving welfare plans for our three national conferences and all regional events. The National People Officer will do a preliminary review of the welfare plans before they are passed onto the WC.

The WC will also be responsible for creating an implementation plan from the recommendations of the National Welfare Inquiry (NWI) carried out by the 2020 WC. The implementation plan will focus on streamlining all the data and recommendations made by the NWI into a practical and accessible guide for UN Youth to improve its welfare structures.

The WC will also be reviewing UN Youth's welfare based training programmes and creating new formats of welfare training to upskill volunteers with fundamental welfare skillsets.

The NX will be appointing **3 permanent members** on the WC in 2021.

#### POLICY COMMITTEE (3)

The Policy Committee (PC) will be responsible for recommending, drafting and reviewing policies for our organisation. The National Information Officer will guide the PC in doing this mahi.

The PC will also be responsible for discussing the effectiveness of our policies when they are implemented. Specifically, the PC may communicate their perspectives to the Board of Directors' Policy, Impact and Culture Committee to contribute to long-term strategies.

The NX will be appointing **3 permanent members** on the PC in 2021.

#### TE KAWEKAWE (1)

Te Kawekawe (Māori and Pasifika Advisory Committee) will be responsible for advising the organisation on all matters relating to the better education, engagement and empowerment of Māori and Pasifika volunteers and participants.

Te Kawekawe is also responsible for the implementation of Māori and Pasifika values into our practices. Each Te Kawekawe member is allocated a Liaison role for each of our regions.

Te Kawekawe developed a strategic vision to set their kaupapa for the future in 2021. This can be found here: [He Kākano Ahau](#).

The NX will be appointing **1 permanent member** on Te Kawekawe in 2021.

## WHO SHOULD APPLY?

We encourage applications from people who demonstrate exceptional ability in the following four areas:

- **Passion:** Someone with a genuine interest in youth development and global affairs.
- **Leadership:** A leader who thrives in a collaborative team environment.
- **Communication:** The Committee Members may be involved in liaising with a large number of stakeholders.
- **Organisational Skills:** Someone with the ability to organise a complex review of organisational structures, analyse data and be able to manage their time efficiently.

Prior experience with UN Youth is beneficial, but not necessary.

## ELIGIBILITY

There are some specific criteria to be eligible for the NX Committee positions.

You must:

- Be able to fully commit to the expectations of the role;
- Be no longer attending secondary school and be no older than 25 years old; and
- Have no criminal convictions.

## HOW TO APPLY

### APPLICATION PROCESS

1. Submit your application by emailing the National People Officer, Ishie Sharma ([ishie.sharma@unyouth.org.nz](mailto:ishie.sharma@unyouth.org.nz)) before the deadline.
2. Shortlisted applicants may undergo interviews conducted by the National Executive.
3. Committee Members will then be appointed from the pool of applicants.

Note that UN Youth reserves the right to reopen applications at its discretion.

### REQUIREMENTS

- Personal details:
  - Full name
  - Contact number
  - Contact email
  - Contact address
- Expression of interest outlining the following (bullet-pointed lists are acceptable):
  - Which committee(s) would you like to be considered for?

- Please detail relevant skills and experiences you may have, especially any leadership, team management, event management and previous UN Youth experience.
- Curriculum vitae of no more than two pages;
- Completed police check consent form (only fill in pages 2 and 3 – [click to download](#)); and
- Photo ID (for the purpose of the police check).

No extra documentation will be considered besides what is outlined above. Applicants' other UN Youth positions will be taken into account during the selection process and may be determinate in not appointing applicants.

Please contact us if you have any issues completing the requirements.

#### DEADLINE

- Applications are due to the National People Officer, Ishie Sharma ([ishie.sharma@unyouth.org.nz](mailto:ishie.sharma@unyouth.org.nz)) on **Wednesday 17 February 2021 at 11:59pm**.
- Late applications will not be considered.

#### QUERIES

Questions about the role, application process or other queries can be directed to the 2021 National President, Teresa Lee ([teresa.lee@unyouth.org.nz](mailto:teresa.lee@unyouth.org.nz)) or the 2021 National People Officer, Ishie Sharma ([ishie.sharma@unyouth.org.nz](mailto:ishie.sharma@unyouth.org.nz)).