

## EVS project 2010

<b>Type of activity :</b>
Individual EVS, long term (8 to 10 months)
<b>Application deadline</b>
1 <sup>st</sup> of June 2010 – Selection on the 3 <sup>rd</sup> of May 2010
<b>Beginning of the service</b>
The service on the project will start around the 15 <sup>th</sup> of September 2010
<b>Project description: Youth Conventions</b>
<p>Youth Conventions are events that gather young people, mostly high school students, from all over Luxembourg in order to work and discuss on a specific key subject during one or even two whole days. Traditionally the Youth Convention takes place in the National Parliament. The young people participate in 4 to 5 thematic workshops, led by experts of the concerned area. The workshops give the participants the opportunity to reflect, work and discuss on the chosen issue, with the above mentioned experts, other young people and members of the National or European Parliament.</p> <p>The Youth Convention activity is organized in the framework of the structured dialogue and in the effort of the Luxembourg National Youth Council to improve participation of youth in society. The project sets a frame giving young people the possibility to raise their voice. Youth Conventions can therefore be considered as thematic platforms where youngsters have the chance to voice their ideas and opinions and make sure they are heard.</p> <p>As a method out of the area of non-formal education, the Youth Convention also offers the opportunity to sensitize young people to different key subjects. It is meant to make young people reflect issues, to encourage them to express their opinions on specific topics and to exchange on them, in order to reconsider their own approach.</p> <p>For a lot of young people, the Youth Convention offers a first opportunity to actually get directly in touch with national politicians and it is certainly a very new experience to voice their demands in the presence of political representatives. The Youth Conventions are therefore not only to be considered as punctual thematic forums, but also try to give young people the taste of actively participating in the society they live in. After each Youth Convention, the CGJL commits itself to engage in a lobbying process and the dissemination of the results, carrying the opinion and demands to the political level and the general public.</p> <p>The themes of the Youth Conventions are widespread and may vary according to running campaigns, national and international events, social and political topics. The subjects treated may vary from citizenship, media, consumption, xenophobia and discrimination, equal opportunities, to topics on European level. In general any issues that young people are or should be concerned by, may build the thematic framework of this activity.</p> <p>Due to the big variety of possible subjects the volunteer is required a certain flexibility and the will to do research in a lot of different areas.</p> <p>The Youth Convention activity is closely related to the National Youth Parliament, a structure where young people, gather in plenary sessions and thematic commissions in order to discuss specific issues and find concrete solutions, which are adopted by the plenary in thematic resolutions.</p> <p>In opposition to the Youth Conventions, who gather young people for punctual participation (once or twice a year) the Youth Parliament is the example for long term participation of young people on political level where young people sign up to be a member for a whole year. While the Youth Convention has the objective to give young people the taste of participating, while sensitizing them to several subjects, the Youth Parliament can be considered as a school of democracy, where the members get a practical introduction to the political and democratic world.</p>

The work on the Youth Conventions activity will therefore also be linked to tasks within the National Youth Parliament.

### **The different phases of the project**

#### 1. Planning

The volunteer will be an active part in the planning phase of each Youth Convention. The phase will include organizational work (workshop subjects, defining and contacting experts, catering...) as well as creative work (finding a name for the event and for the workshops etc...).

#### 2. Presentation and promotion

The event will be presented and promoted in high schools and youth centers in Luxembourg and a close contact will be established. Posters and flyers will be distributed all over Luxembourg. Together with the staff the volunteer will be present at several youth fairs and festivals in order to promote the project. Furthermore the promotion for the project will be taking place by means of the "Infomobile", which crosses the country in order to inform people about their opportunities to participate in society. The Infomobile, will also spread the information about the work of the Youth Parliament and consult youngsters about various subjects. So it is also an important tool in finding out what young people are interested in and what they would like to talk about, which will help us in defining subjects for future events.

Another important activity in this phase will be the public relations work, which will in some cases include a press conference, press invitations and a press release.

As soon as the inscriptions of the event will start, these will have to be managed in a database. The volunteer will be in charge of making badges and school certificates for each of the participants.

#### 3. The event

The days before and the day itself of the event will be very busy ones. There will be a last briefing for the staff, experts and moderators. Last preparation work has to be done and most importantly the location set-up (banners, workshop material, reception of the participants) as to be made. During the whole duration of the event the staff as well as the volunteer will be present and try to keep the event running. Last minute problems will have to be solved, the plenary session has to be prepared and the press must be received. Besides the organizational framework the volunteer will be in charge of the documentation of the event (photos, film, interviews or other).

#### 4. The documentation

After the event, the outcomes will be published in an official leaflet. The volunteer will actively be involved in the coordination and the development of the contents for this result leaflet and be an active part in all lobbying activities.

### **The role and the tasks of the volunteer**

The volunteer will be an active part of the CGJL-team. His or her tasks will include:

- Presence at all planning meetings, meeting reports;
- Participation in the detailed planning of the event (workshop subjects, experts, invitation to political representatives, catering...);
- Promotion and presentation of the event;
- In some cases: managing the official internet forum;
- Managing the inscriptions of the participants (detailed listing, badges, participation certificates);
- Regular contacts with the project partners, experts and moderators;
- Public relations (Press release, information folder for the press...);
- Preparation of the event (goodie bags, workshop materials, set up...);
- Presence on the day of the event itself (presence, reception, frame experts and youngsters...);
- Project documentation (photos, interviews, film...);
- Contribution to the CGJL website: EVS column; articles; etc
- Development and coordination of the official leaflet presenting the results of the event
- Active involvement in the follow up of the results and the lobbying process

As described above a lot of tasks are organizational ones, on which the volunteer will be, in a second phase, working on mostly independently in the office of the CGJL. Most of the work is done in French or German, so that it is important for the volunteer to be a fluent user in at least one of these two languages.

## **Frame**

### Working hours:

The volunteer will work 5 days a week, Monday through Friday with a two-day weekend. The volunteer might occasionally have to work on some weekends. The working time per day will be 6 hours. This also includes the duration of one language course. The work place will be the office of the CGJL in Luxembourg-City.

The volunteer will benefit from 30 days of leave. This does not include the official holidays in Luxembourg. Overtime work will be added to the leave.

The volunteer can take days off in approval with her/his mentor.

### Accommodation and practical arrangements:

The volunteer will be accommodated in the "EVS-House" in Obercorn in the south of the country. This house is managed by the Youth Council (CGJL). The volunteer will be sharing the house with 4 other volunteers from other organizations. He/She will have her/his own room, but will have to share the bathroom, the kitchen and the living room. The EVS-house in general has good connections to public transport (bus and train).

The volunteer will get food and pocket money, paid on a Luxembourgish bank account at the beginning of every month, which he/she will have to manage independently.

As soon as there are language courses available, the volunteer will be able to choose a language: German, French or Luxembourgish and he/she will be participating in one of the selected courses.

The volunteer will receive a "Jumbo Card", an annual card, which guarantees free use of national transport (buses and trains).

### The role of the mentor:

A mentor, an actual staff member of the CGJL, will be in charge of the volunteer, for the whole duration of his/her stay. He/she will be in charge of the introduction to the CGJL and its work, the staff, the project itself and the involved partners. Weekly meetings with the volunteer will be held, in order to foresee the planning of the week, to discuss problems, to exchange information, to talk about personal and professional issues and needs. These meetings, as well as the weekly staff meeting will help the volunteer to find his/her place in the project.

By assisting the mentor in his/her work, the volunteer will step by step acquire the necessary knowledge and competences and will be led to taking more and more responsibilities.

The mentor will give all of her/his possible support (information, contacts, skills, advice) to the volunteer to make him/her feel comfortable with her/his tasks. Throughout the whole service the mentor will be attentive to the specific skills, personal interests and needs of the volunteer in order to adapt his/her tasks to these abilities.

The volunteer will be given the possibility to give input and bring in her/his own preferences and ideas and will be supported in participating in trainings that fit the area of her/his activity.

The work plan will be developed in accordance with the mentor, who will be in charge of allocating the tasks to the volunteer.

In order to make sure that the volunteer also has a "neutral" person to speak to in case of misunderstandings, the volunteer will be attributed a tutor outside of the structure of the CGJL. The tutor will be in touch with the volunteer on a regular basis, giving the opportunity to the volunteer to speak about personal and professional issues.

## **Learning objectives**

The contact with youngsters, other volunteers, schools and youth workers, as well as the official communication within the project activity itself will help the volunteer to improve his/her communication skills, this mostly in French, or German.

The experience of living in a multicultural society and a multicultural house will contribute to a better intercultural understanding and a better appreciation of cultural differences. Luxembourg being known for its cultural and linguistic diversity, will give the volunteer a good idea on the different aspects and issues of a multicultural society. Besides improving his/her language skills, the volunteer will also have the possibility to improve his/her social competences and to further develop her/his skills for interpersonal exchange, teamwork and constructive communication. Being integrated in a multidisciplinary team will help the volunteer to build team competences.

The thematic research for the activity, the word processing, the elaboration of a management database, the use of mailing programs for exchange of data and information, will help the volunteer to intensify

her/his digital skills. Using the internet as a resource for valid and reliable research will deepen the ability for critical thinking. Other than this, the volunteer will learn to gather the necessary information from a big variety of different sources.

Through the different thematic information sessions, his/her own research, the volunteer will acquire the thematic knowledge, necessary to work in the different subject areas. The volunteer will furthermore acquire knowledge on public relations work and will deepen and practice her/his coordinational skills.

By means of the accompanied work with his/her mentor, the volunteer will be led to being able to develop and practice his/her organizational and campaigning skills in order to work independently.