



CALL FOR YES 2017 CONTENT TEAM LEADER

The Young Europeans' Seminar



The Young Europeans' Seminar aims to contribute to the development of young global citizens through learning and volunteering together in a spirit of international friendship.

The Young Europeans' Seminar (YES) is a yearly massive intercultural get-together for over 500 European exchange students at the end of their school year, all put together by a team of over 100 YFU volunteers. The YES is a unique opportunity to reunite with old friends from all over Europe and make new ones, creating a bridge between the exchange year and the return home. It's a fun learning experience where students explore what it means to be a citizen of the world through diverse interactive learning activities. The international team of volunteers creates a unique spirit and an amazingly motivational experience for everyone at the YES.

Role Description

The Content Team Leader is responsible for coaching the Content Team, while making sure that educational objectives are met and that fixed deadlines are set and respected. The Content Team Leader ensures that content preparations for the YES are going on smoothly, by working closely with the YES Project Coordinator and the Logistics' Team Coordinator.

For all these reasons, this role has to be selected at an earlier stage, so to be active since the very beginning in the preparation of the next YES.

As the Content Team Leader, your tasks will be to:

- **help select** the other members of the YES 2017 Core Team
- **learn as much as you can about the YES:** contact previous coordinators and read previous final reports, manuals, checklists, and framework agreements in order to have an overview of the preparation process as early as possible;
- **organise the Preparation Meetings:** set goals for the meetings; prepare the agenda together with the Logistics' Team Coordinator; lead sessions of the meetings; make sure that outcomes of the meetings are shared within the broader team; facilitate team-building;
- **communicate with National Organisations (NOs):** draft the YES Description Letter, the Call for Logo Competition, the Calls for Content Team volunteer positions, the Students' Invitation Letter, and other key documents that are sent by EEE-YFU to NOs;
- **communicate within the team:** agree with the team on communication channels and internal functioning; keep in touch with your team members via e-mail, team newsletter, Skype calls, and possibly face-to-face meetings (if you live in the same country);
- **coordinate the selection of the YES Logo and the YES song:** launch public Calls, collect proposals, organise the selection process, and announce the final choices;
- **coordinate the selection of volunteers for the Content Team:** revise applications, assess candidates' competences, clarify expectations, help new volunteers integrate the team;

- **ensure quality content and educational outcomes:** help Content Team members understand the YES topic; coach members of the Content Team during the design, preparation and implementation of the YES activities; ensure that the YES topic is integrated appropriately in all YES activities; check on educational goals and methodology;
- **coordinate meetings during the YES:** attend and lead all volunteers' meetings (together with the Logistics' Team Coordinator); facilitate daily Content Team meetings;
- **prepare the YES Final report:** encourage and oversee the submission of final reports to EEE-YFU from members of the Content Team; prepare your specific part for the YES Final Report;
- **contribute to the Final Evaluation:** analyse the results of students' and volunteers' evaluations (together with the Project Co-ordinator and the Logistic Team Coordinator).

Requirements

As the Content Team Leader, you ideally should:

- have some previous experience in training, facilitating or leading a workshop, a seminar, or another educational activity;
- have previous YES experience (preferably in the Content Team);
- have previous experience in working with teenagers and youth;
- be familiar with non-formal education practices and methodology;
- be able to organise, plan ahead and manage multiple tasks at the same time;
- be able to invest a lot of time and energy in the preparation of the YES;
- have experience or strong will to coach team members and build team spirit;
- be able to identify potentials and weak points, suggest improvements, and assess educational outcomes;
- feel comfortable to conduct meetings, give presentations, and speak in public;
- be able to see the big picture, think outside the box, and find innovative solutions;
- be fluent in English.
- Members of the European Trainers' Network (ETN) are strongly encouraged to apply. Experience as a trainer will be considered as a preferential criterion.

How to apply

If you feel you meet the requirements listed above, please apply via the [on-line application form](#).

The deadline to apply is **7th July 2016**. Selection interviews are held after mid-July and the final decision is made at the beginning of August.