



Terms of Reference

United Nations Jamaica Youth Advisory Group

Background and Overview

As the world's primary global advocate for the promotion of peace, human rights and sustainable development, the United Nations is uniquely placed to promote and safeguard the rights of young people and provide a meaningful platform to ensure that their needs are addressed, their engagement enhanced, and their voices amplified. To this end, for over five decades, the UN has prioritised youth engagement and empowerment as a key plank of sustainable development.

In 2018, the UN launched Youth2030¹, a system-wide Youth Strategy which serves as an umbrella framework to guide the UN's efforts to strengthen its work with and for young people across the three pillars - peace and security, human rights, and sustainable development. Youth engagement is therefore critical to the attainment of the Sustainable Development Goals (SDGs). It has been well established, that achieving the 2030 Agenda will require strong partnerships, including with youth, to ensure that young people are empowered to make meaningful contributions that can potentially enhance their well-being. Youth2030 puts young people at the centre of an inter-generational and action-oriented Decade of Action². Working *with* and *for* youth, the global implementation of the strategy is gaining momentum to expand global, regional, country, and community-level action and to accelerate impact.

In keeping with the global UN Youth Strategy, the United Nations in Jamaica has identified youth leadership and meaningful youth engagement as key focus areas. To further strengthen this focus across all pillars of its work, the UNCT in Jamaica has developed a comprehensive Youth Engagement Action Plan (YEAP) aligned with the timeline of the United Nations' current Cooperation Framework³.

As part of the implementation of the YEAP, The United Nations Jamaica is seeking to establish a Youth Advisory Group (YAG) to provide youth leaders in Jamaica, an opportunity to play an active and leading role in the sustainable development of Jamaica, in collaboration and partnership with the UN, Members of the YAG will have an opportunity to learn more about UN programmes globally and in Jamaica and provide suggestions to the UNCT about how programmes can better serve youth in Jamaica. Membership of YAG will comprise active national youth representatives and promising leaders who are motivated to serve. In keeping with the UN's mandate to Leave No One Behind (LNOB)⁴, the YAG will be participatory and inclusive.

Marginalized persons and those representing underserved youth communities are strongly encouraged to apply and make their voices heard. Reasonable accommodation may be provided to applicants with disabilities upon request, to support their participation.

¹ Youth2030. The UN Youth Strategy. Online: <https://jamaica.un.org/en/262267-youth-2030-un-youth-strategy>

² Decade of Action. Online: <https://www.un.org/sustainabledevelopment/decade-of-action/>

³ The Multi-Country Sustainable Development Cooperation Framework (MSDCF). Online: <https://jamaica.un.org/en/250033-multi-country-sustainable-development-cooperation-framework-msdcf>

⁴ Leave No One Behind. Online: <https://unsdg.un.org/2030-agenda/universal-values/leave-no-one-behind>

Objectives

Under a one-year appointment, and with the facilitation of the United Nations in Jamaica YAG members will be expected to:

1. Serve as advocates for the UN in Jamaica and promote youth interests and involvement in sustainable development – within and external to the UN development system.
2. Collaborate and interact with other existing youth advocates working with the UN, to amplify the voice of young people on key UN projects and programmes.
3. Assist the UN Jamaica in the implementation of the Youth Engagement Action Plan for Jamaica.
4. Ensure that youth engagement is mainstreamed across UNCT work plans and programmes.
5. Provide advice on measures to improve the UNCT's Youth Score Card ranking.
6. Participate in regional events, meetings, dialogues, working groups and other forums, as required by the UN in Jamaica.
7. Advocate for inclusion, social cohesion and improvement in the well-being of marginalized and vulnerable youth in Jamaica, via appropriate forums at the national, regional, and international levels.
8. Meaningfully participate in the implementation of the Cooperation Framework and collaborate with the UN to implement initiatives under its country plan.
9. Support consultations for the development of a new Cooperation Framework at the appropriate time.
10. Engage in communication and outreach activities to raise awareness of ongoing programmes and projects being implemented by UN agencies in Jamaica.
11. Support and champion new youth-led initiatives such as volunteer and mentorship programmes within the UN system.
12. Assist in strengthening partnerships between the UN, youth organisations and young people in general.
13. Participate in UN advocacy events for Agenda2030 and SDG achievement in Jamaica.
14. Share and learn from experiences on matters affecting youth, as well as collaborate on areas of mutual interest.
15. Strengthen information dissemination and promotion of youth issues and interventions through active participation in UN campaigns and appropriate commemorative days.

Eligibility Criteria

To be eligible one must be:

1. Aged 16 to 29 years.
2. A national of Jamaica.
3. Passionate about the ideals and key principles of the UN including peacebuilding, upholding human rights, and advancing sustainable development.
4. Able to demonstrate a key role played in the implementation of at least one successful project at the community, national, or regional level.
5. Able to demonstrate leadership qualities, and to secure support and respect of other youth leaders and young persons at the community, national and/or regional levels.
6. Experienced in and/or willing to work with and/or advocate on behalf of marginalized and/or vulnerable youth.
7. Committed to serve for a minimum of one (1) year.
8. Involved, a member of or associated with at least one social/ youth-based club, currently or in the past, not limited to youth-led organizations, NGOs, CSOs, volunteer work, etc.
9. An effective communicator, team-oriented, organized, critical thinker, innovative and creative.
10. Not currently employed by the UN (consultants, staff, UNV, etc.).

Terms of Appointment

1. Membership is voluntary, with no remuneration.
2. Members are expected to support youth engagement in UNCT initiatives.
3. Members of YAG will serve for a minimum of one (1) year.
4. For continuity and sustainability, no more than half the members of the first cohort may serve on the recruitment and transition council for the next YAG. This will be a joint decision between the youth and the UN in Jamaica.
5. Should a member of YAG resign or relinquish his/her duties, an eligible applicant will be selected to replace the member. Shortlisted candidates will be prioritized.
6. Membership will range from between 8-12 members each year.
7. Membership will be guided by a code of ethics in line with UN standards.
8. Each member will be required to sign a letter of appointment and a Non-disclosure Agreement (NDA).
9. Members of the YAG will report directly to the UN in Jamaica at least twice annually.
10. Members commit to not participating or using this affiliation for personal gain.

Code of Conduct

Members of YAG will be expected to:

1. Respect diversity and equality and embrace and respect the diversity of cultures, beliefs, and backgrounds of all individuals, treating everyone with fairness and equality, without discrimination based on race, gender, age, religion, nationality, or any other characteristic.
2. Devote sufficient time to be productive members, up to 2-3 hours a week or as deemed relevant.
3. Prepare adequately for meetings.
4. Participate actively in meetings and discussions; and be responsive to correspondence.
5. Make contributions in good faith and without fear or favour.

6. Maintain independence, objectivity, and absolute confidentiality regarding the protection of the UN's interests.
7. Maintain awareness of the UN's vision, mission, values, and plans, act with honesty and integrity in all activities, and uphold the values and principles of the United Nations
8. Desist from making offers, promises or undertakings of any kind on behalf of UN Jamaica.
9. Address conflicts constructively and seek to resolve issues through dialogue and mutual understanding. Manage conflict with respect and through the appropriate channels and mechanisms.
10. Attend a minimum of three (3) in-person or virtual meetings and engagements, as requested, without the use of proxies or substitutes.

Guidelines for Meetings

1. YAG meetings will be held at least once every quarter.
2. Meetings will be planned at least a week before the date of the meeting.
3. Members will design, lead and coordinate their meetings with facilitation supported by the UN in Jamaica.
4. The UN may propose the participation of other stakeholders in the YAG meetings to enrich the discussion.
5. Members will confirm their participation or send apologies for absence by email, no later than two working days before the scheduled date of the meeting.
6. YAG members will make bi-annual presentations or reports to the UN Jamaica.
7. Minutes are taken by the secretary or appointed YAG member. The Minutes are a record of the meeting's conclusions, not a record of processes.
8. The YAG may establish an executive committee to guide and support its efficient functioning; these positions can include chair(s), secretary etc.
9. The YAG, within its composition, may establish an executive committee to guide and support its efficient functioning; these positions may include chair(s), secretary, and finance officer.
10. Decision-making at the YAG will strive to occur through consensus or majority vote where necessary.

The United Nations is committed to creating a diverse and inclusive environment of mutual respect, where all persons can thrive regardless of gender identity, sexual orientation, race, religious affiliation, cultural and ethnic background or disabilities. Reasonable accommodation for applicants with disabilities may be provided to support participation in the recruitment process as well as in the Youth Advisory Group when requested and indicated in the application.