

Volunteer vacancies YPS 2027 v2

The Youth Peace Summit (YPS) and the wider Youth Peace Network (YPN) is led and run by a team of some 30 young people based across the entire world. They set the outlines and create the contents of our activities.

The young team members are organised in various teams. These teams all have a set amount of tasks that help make our activities a success!

You can apply to join! To do so please send an e-mail to info@youthpeacesummit.com, please make sure to mention what team you want to be part of.

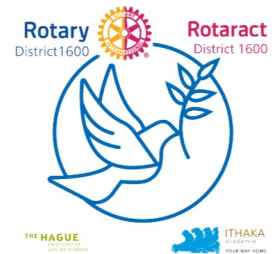
You can also reach out to Jonathan directly at +31631306599. If you are not sure, and want to get more information of the various roles and teams, or you've got a suggestion of another team, you can always share this info with Jonathan!

For **Management roles** a selection process based on interviews takes place. Those interested have to apply for such a position by sending a 250 w. **Motivation** to info@youthpeacesummit.com

An overview of the tasks for each team you can find below:

Platform Team / management team (at least 2-4 hours a week throughout the entire year)

The Platform team is the Youth Peace Summit's management Team. This team consists of the leads of various teams and the coordinator. They supervise the project and discuss next steps to



take. The Platform Team meets weekly throughout the entire preparation process.

- Supervising the project
- Supervising partnerships
- Making decisions of a general nature together with the coordinator.
- Sharing updates and action points regarding the teams in a collective team.
- Monitoring individual volunteers in their respective group.
- Frequent meeting attendance expected.
- Being a role model to the rest of the group.
- Represent a team or a Partner organisation.
- Spearheading Volunteer- Community Engagement .
- Initiating ideas and projects, as well as moments of contact of the volunteer base.

Those that want to join this team need to apply and go through an interview process. To do this they're asked to send a 250 w.

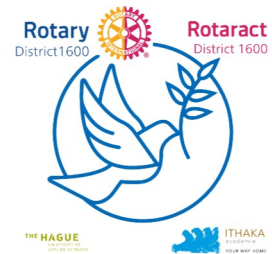
Motivation to info@youthpeacesummit.com

Additional role: Volunteer manager / HRM / internal communication

- Puts volunteers in the proper and most fitting team
- Manages volunteer affairs
- Makes sure volunteers are following up on their commitments, but also are also given

Programme Team

- Guiding the process of brainstorming and coming to a programme.



- Setting outlines and supervising the filling of the programme, the 'skeleton'.
- Mentoring and guiding volunteers organising their own programme elements.
- First point of contact for workshop facilitators
- Maintaining and initiating partnerships
- Selecting and supervising *workshop facilitators* (whose role is limited to their own programme element)

Finance & Fundraising Team

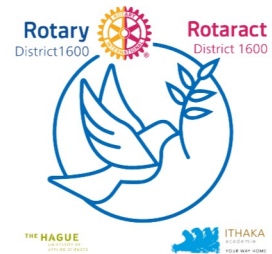
- Fundraising
- Making and supervising budgets; making financial decisions
- Financial management
- Facilitating payments
- Looking for corporate partnerships

Mentor leadership team

- Selecting and preparing *mentors* for their role.
- Organising and guiding mentor trainings
- Maintaining contact with mentors during and throughout the summit
- Creating a sense of community among the mentors and introducing them to the wider organisation

Mentors

- Attending trainings on the YPS programme, mediation and more.
- Supporting, counselling participants during the Summit.
- Connecting a group of participants during the Summit.
- Catch signals from the participants.
- Help with the overall internal communication of the Workshop.



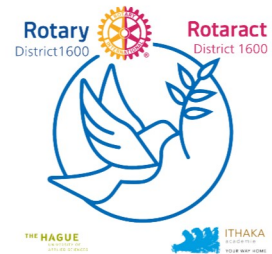
Participants & Well being Team

- Preparing and manning the infodesk during the summit
- Creating an overview of all participants before the summit
- Managing participants, participants' data and registration
- Front desk e-mail address info@youthpeacesummit.com : filtering out whatever it can answer, and bringing the coordinator/ team leads up to date on where they could play a larger role.
- Managing the YPS Group WhatsApp – staying in touch with participants .
- Making sure the well-being and overall atmosphere of participants is safeguarded
- Assuring First-aid and counselling during the event
- Managing visa-invitations
- Confirms the participation of participants.
- Coordinate the *Hosting Programme*.
- Manages Hosting Families and connect these to participants.
- Supervise the creation of the Youth Peace Summit Booklet.

Logistics Team

- Prepare and manage day-volunteers
- Ordering and moving material and merchandising
- Making Summit purchases.
- Making sure food and dietary information is in order beforehand and during the event
- Manages the printing of nametags, certificates
- Supervising storage
- Maintains contact with the venue and makes arrangements
- Manages: *Day Volunteers* <- selection, introduction and guiding them during their work during the Summit days.

PR and Comms Team



- Manages the social media accounts (LinkedIn, Instagram, TikTok).
- Creates content for the Youth Peace Summit, with enough attention for various target audiences, (volunteers, donors, partners, participants, youth)
- Manages the Youthpeacesummit.com website
- Drafts and implements a content agenda for the social media
- Manages the sending out (and sets the frequency of) the YPS Newsletter
- Designs certificates, name tags and other material.
- Shoots audiovisual material before and during the Summit.

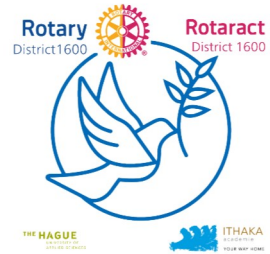
Charter Team

- Sees to the implementation and adapting of the Youth Peace Charter.
- Informs on the implementation in Subteams
- Infuses the Charter in the YPS and YPN programming.
- Facilitates Consultation Sessions on the Charter and implementation of the charter.
- Contacts important stakeholders regarding the Charter, and sets the outlines for the lobbying-process behind it.

Community (YPN) Team

- Sets up events and activities for
- Help to YPN to grow by attracting more volunteers and community members
- Creates a Community atmosphere.
- Connects alumni and partners in The Netherlands and abroad.

Impact Team



- Gathering, processing and disseminating data for donors, partners and friends of the YPS and YPN.
- Visualising our impact in an attractive format.
- Measuring and visualising our impact long-term.
- Getting data on the YPS and YPN through interviews, surveys, group talks and more.

Communication Interns

Interns helping out with our social media - creating and implementing a social media campaign that goes hand-in-hand with our mission.

Website Interns

Optimalisation and maintenance of the [Youthpeacesummit.com](https://youthpeacesummit.com) website.

With kind regards,

Jonathan van Varik

Coordinator

Youth Peace Summit