



Federation of Young European Greens

fyeg

FYEG GA

Call for candidates for the Executive Committee of FYEG

16th to 20th May 2011
Location: Barcelona, Catalonia

Dear friends,

The General Assembly (GA) of the Federation of Young European Greens (FYEG) is taking place in Barcelona from the 16th to the 20th of May 2012. The GA will elect a new Executive Committee (EC). We are looking for people who are willing to take over responsibility in FYEG and who are willing to spend their time and energy for FYEG. From this year FYEG Executive committee will be composed from eight members.

FYEG is a fast growing organisation with more than 33 000 members. A year in the Executive Committee of FYEG would offer you:

- A year you'll never forget.
- A year in which you will work for a dynamic and growing political youth organisation.
- A year in which you will get familiar with European level youth policy and the field of European Youth NGOs as well as Green politics in Europe.
- Opportunities to follow training courses related to your field of work inside the EC.
- A chance to improve your skills and enhance them with a lot of experience.
- A possibility to work project based with other people and through this develop your leadership skills.

In general, EC candidates should:

- Speak English (you should be able to express yourself, read political texts, write e-mails and understand English)
- Be willing to take on a challenge
- Have enough time and thus not cumulate with other mandate.
- Have good organisational skills
- Be a good team player
- Be responsible for the tasks undertaken by yourself and by the EC.
- Be committed to the goals of FYEG
- Have good social skills
- Take on the responsibility to co-ordinate FYEG projects
- Be prepared to travel: There are approximately five EC Meetings a year; additionally you most probably have many possibilities to participate in other international activities.

Please take into consideration that the work in the EC is time consuming. The EC Meetings mostly take place on weekends from Friday to Sunday (plus travel time). Additionally, regular work is needed on a weekly and sometimes on daily basis. Basically, you should be prepared to spend at least two hours a day for FYEG work. Finally, it depends on your field of responsibility but you should be aware that being an EC member is not something you can do just by the way.

You should have a regular Internet access and you should be prepared to do most of the communication via e-mail. The work in the EC is often demanding and needs fast decisions under uncertain circumstances. Before you apply for a position, please consider if you have personal resources for continuous and challenging work for 12 months. Although the work in FYEG is challenging, we definitely think it is worth it!

We want to encourage especially women to apply for a position. If you have any questions or you're not sure whether you should apply, do not hesitate to contact any of the current EC members: Terry terry@fyeg.org, Nic nic@fyeg.org, Maggie maggie@fyeg.org, Nikola nikola@fyeg.org, Jakob jakob@fyeg.org, Merja merja@fyeg.org and Gaya gaya@fyeg.org.

The Executive Committee of FYEG is composed of 8 members, from this year, among them 2 gender-balanced co-Spokespersons, 1 Treasurer and 5 Board Members. Please note that Executive committee member who must **not be older than 35**. At the beginning of each mandate the EC members divide among themselves the various tasks and responsibilities to carry for a year.

We are looking for candidates for the following positions:

Female and Male Spokesperson

The Spokespersons represent FYEG to the public scene including media, other organisations and the European Green Party. You should have very good communication skills, experience in conflict solving and especially experience with communicating with the media. You should be willing to set up debates. You should be experienced with political work and be interested in European politics. However this position include also various internal work to prepare and run various activities. For questions contact Terry Reintke terry@fyeg.org and Nicolas Schaefer nic@fyeg.org

Treasurer

The Treasurer is responsible for the yearly budget of FYEG and for the bookkeeping. Experience with this matter is absolutely necessary. You should have a feeling what kind of costs a board and an organisation can have. You should set goals and priorities for where to put the money and give a monthly update to the EC on finances. You should closely work together with the Secretary General. For questions contact Maggie maggie@fyeg.org

Executive Committee Members

The Executive Committee Members are as responsible of the organisation as the Spokespersons and the Treasurer during their mandate and between General Assemblies. The main tasks are divided at the beginning of the mandate among the EC itself. They consist of mainly fundraising, preparing and running the various activities FYEG conducts throughout the year (such as the Winter camp, seminars, trainings, conference, etc...). It is compulsory to have experience in writing project application and final reports and also highly recommended to have experience in managing and running such activities. Other tasks that EC Members must take on are the relations with the Member Organisations, the Working Groups support, all the communication tools of the federation including the e-magazine "Ecosprinter" and Newsletter, participation in other organisations' activities. This list is of course non-exhaustive. For questions contact Merja Kahkonen merja@fyeg.org,

Nikola Mladenovic nikola@fyeg.org, Gaya Sargsyan gaya@fyeg.org and Jakob Schwarz jakob@fyeg.org

For more information about tasks and responsibility of Executive Committee and its members please consult FYEG Internal Rules of Procedure (**cf 2.2, cf 7.2.2**).

If you want to apply you should send the following documents to the FYEG office office@fyeg.org:

- a detailed CV, copy of passport (form provided by FYEG, is mandatory for legal reasons)
- a motivation letter
- an outline of what your plans are with the organisation or your vision on FYEG
- at least two letters of support, one being from the MO you belong to. If that is not possible, the MO of which the candidate is from must provide an explanation of their rejection and the possible candidate has the right to provide a letter of justification. Both letters will be sent to all MO and the GA will decide whether this person is admitted to be candidate or not.

Multiple positions holding

FYEG strives to have non-cumulation of positions.

EC members have to be able to combine their commitments to FYEG with whatever other tasks they may have. Candidates to the EC have to lay open what other mandates and functions they have.

Please send those documents **BEFORE the 22^h of April**.

We expect the candidates to attend the GA. Their travel costs will be reimbursed and they will have to pay a participation fee of 120 EUR that covers the accommodation from Wednesday to Sunday and the food.

In case you are elected you will be asked to **stay until Tuesday 22nd of May** in order to ensure a correct handover between former and newly elected EC members.

Please send your application form consisting of the documents mentioned above to the FYEG office office@fyeg.org. Please don't forget to submit the documents in time! **Any applications that arrive after the deadline will not be considered.**

We are looking forward to your applications,

The FYEG EC 2011-2012 and the FYEG office.

For any questions contact anyone of the EC, or Secretary General Stevan Petrovic, at office@fyeg.org