



Dear friends,

At the General Assembly on **28th March 2024**, we will be electing new Board Members for the Youth of European Nationalities (YEN).

The positions up for election are

- **President**
- **Convenor for Communication**
- **Convenor for Minority Rights and Politics**
- **Treasurer**
- **Auditor**

(all for the mandate 2024-2026).

Also up for election are new **Working Group Members** (for one year).

The elections will take place in that order.

A. ELECTION OF BOARD MEMBERS

As per article §12 of the Statutes of the Youth of European Nationalities the Board shall have the following functions:

.1 It shall be the task of the Board to manage YEN. All functions that these Statutes do not expressly assign to other statutory bodies shall be entrusted to the Board. Its field of activity shall include, in particular, the following:

- .a Implementation of decisions adopted by the General Assembly
- .b Maintaining contacts with all organisations that are of relevance for the work of YEN;
- .c Drawing up the budget, writing the annual report, including the financial report, and keeping the accounts.
- .d Convening ordinary and extraordinary GAs and sending out the appropriate invitations;
- .e Administration of YEN's assets;
- .f Hiring and firing of YEN's employees;
- .g Issuing publications or giving permission for issuing YEN publications.

.2 The Board shall be permitted to grant powers of representation to one or several of its members or to third parties for them to represent YEN within the limits laid down in such powers.

Nominations for these positions are now being welcomed from Member Organisations. According to point K.6.b of the Rules of Procedure "A candidacy is possible until the beginning of the ballot", nevertheless the Member Organisations are encouraged to nominate their candidates prior to the General Assembly to give an opportunity to the Membership to acquaint itself with the list of candidates and take an informed decision.

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The list of candidates and its nominations will be posted on the section of the YEN website no later than 48 hours after sending the required documentation to the Office. The deadline for candidates that would like to have their documentation uploaded on the website, is **24th March 2024 at 23.59 CEST**. The candidates can still decide to run in the elections after that deadline, but because of technical reasons, we won't be able to include their presentations on the website anymore.

Nominations for the Board positions

We remind you that each candidate must be nominated by at least one organisation that is a member of the Youth of European Nationalities, and that all candidates should be present (physically or connected online) at the General Assembly. The positions within the Board shall be occupied by people from different member organisations and not more than two of them shall belong to one minority from one country.

For each candidate the following documentation should be submitted to YEN Office:

- A **letter from the organisation** nominating the candidate, stating the position for which the candidate is being nominated, with a stamp/signature of the nominating organisation (nomination form can be found [here](#));
- A **letter of motivation** from the candidate (max 1.5 pages).

As the documentation will be posted online, please also send a **photo** of you to be posted with the letter of motivation.

Candidates will have the possibility to present themselves and their vision for YEN also at the GA.

The documentation should be submitted in one of the working languages of YEN, English or German. All documents must be submitted to the YEN office by email (office@yeni.org) in doc and/or pdf format with the subject "Elections GA 2024".

Mandate of the Board Members

The mandate of the Board members elected at the General Assembly in March 2024 run from 15th April 2024 until the GA 2026 (President, Convenor for Communication, Convenor for Minority Rights and Politics, Treasurer and Auditor).

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B. ELECTION OF WORKING GROUP MEMBERS

The Youth of European Nationalities has three Working Groups with the topics “Minority Rights and Politics”, “Member Integration” and “Communication”.

As per article H.3 of the Rules of Procedure of YEN the Working Groups have the following tasks:

- a) The Working Groups’ aim is to develop ideas and conduct projects for YEN in accordance with their main working focus and to advance the strategic orientation and the content of YEN’s work.
- b) They shall as far as possible cooperate with the members of YEN, other minorities, that are not represented in YEN, external experts and institutions related to minority issues, as well as any non-Working Group members.
- c) They take care of and implement at least one project of YEN.
- d) They can request a budget at the Board.
- e) They develop the program part of the Working Groups for the Easter Seminar.
- f) The Working Groups have the right to keep the workshops closed where needed.

Nominations for the Working Group Members

We remind you that more than one member of one Working Group can belong to one minority, as long as this minority does not constitute a majority within the group.

For each candidate the following documentation should be submitted to YEN Office:

- A filled out and signed form (nomination form can be found [here](#)).
- If the candidate cannot join the GA in person a short video or statement where candidates present themselves and their motivation to join the Working Group



The list of candidates for the Working Groups will be posted on the section of the YEN website no later than 48 hours after sending the required documentation to the Office. The deadline for candidates that would like to have their documentation uploaded on the website, is **24th March 2024 at 23.59 CEST**. The candidates can still decide to run in the elections after that deadline, but because of technical reasons, we won't be able to include their presentations on the website anymore.

The documentation should be submitted in one of the working languages of YEN, English or German. All documents must be submitted to the YEN office by email (office@yeni.org) in doc and/or pdf format with the subject "Elections GA 2024".

Mandate of the Working Group Members

The mandate of the Working Group Members elected at the General Assembly in March 2024 will run from 15th April 2024 until the GA 2025.

C. ELECTION OF AUDITORS

The Membership will also be electing one Auditor for the mandate of two years. The responsibility of the Auditors is to inspect the financial management and the accounts, report to the General Assembly on the outcome of their inspection and give a recommendation regarding the discharge of the Board.

For each candidate the following documentation should be submitted to YEN Office:

- A letter from the organisation nominating the candidate, stating the position for which the candidate is being nominated, with a stamp/signature of the nominating organisation (nomination form can be found [here](#));
- A letter of motivation from the candidate (max 1 page).

As the documentation will be posted online, please also send a picture of you to be posted with the documentation.



The documentation should be submitted in one of the working languages of YEN, English or German. All documents must be submitted to the YEN office by email (office@yeni.org) in doc and/or pdf format with the subject "Elections GA 2024".

The list of candidates for the position of Auditor will be posted on the section of the YEN website no later than 48 hours after sending the required documentation to the Office. The deadline for candidates that would like to have their documentation uploaded on the website, is **24th March 2024 at 23.59 CEST**. The candidates can still decide to run in the elections after that deadline, but because of the technical reasons, we won't be able to include their presentations on the website anymore.

The **mandate** of the Auditor elected at the General Assembly in March 2024 will run from 15th April 2024 until the GA 2026.

Final Remarks

The Youth of European Nationalities Office will also set up [a platform](#) on the website that allows space for candidates to introduce themselves and their ideas on an equal basis. Furthermore, there will be official space given to all candidates to present themselves at the General Assembly.

We welcome all ideas on how to improve the election process, to best ensure visibility and space for the candidates and member organisations to exchange views openly. Attached you will find a description of the desired qualities for the candidates, along with an estimation of the commitment required.

If you require any further information, please do not hesitate to contact the Office.

We look forward to receiving your nominations.

Sincerely,

Eva Schubert
Secretary General



DESIRED QUALITIES AND ESTIMATED COMMITMENT FOR THE POSTS OF

President

- Experience and good knowledge of the Youth of European Nationalities, minority and youth issues and on the functioning and relevant work of the European Union, the Council of Europe and the United Nations.
- Ability to chair Board meetings and the General Assembly.
- Ability to coordinate the work of the Board and of the Youth of European Nationalities in general.
- Ability to be the key external representative of the Youth of European Nationalities, and therefore possess high skills in public speaking and presentation.
- Ability to prepare meetings in consultation with the Office, draft documents and reports, etc.
- Availability to attend a minimum of 6 meetings per year, (on average 2–3 days each)
- on weekends or weekdays, and be available on other occasions on an ad hoc basis.
- Commitment to devoting time and energy to the Youth of European Nationalities, and to accept the responsibilities conferred by the members.
- Fluency in English or German and preferably knowledge of the other language.
- Availability to travel extensively.
- Candidates cannot turn 35 years of age during the term of the mandate of the
- Board.

Treasurer

- Experience and good knowledge of the Youth of European Nationalities, minority and youth issues.
- Availability to attend a minimum of 6 meetings per year, (on average 2–3 days each)
- on weekends or weekdays, and be available on other occasions on an ad hoc basis.
- Knowledge of budgeting and financial control, in order to oversee the execution of a budget of the Organisation.
- Ability to conduct an internal audit and advise the Board and General Assembly on financial issues.
- Ability to think orderly and in a methodical way.
- Ability to ensure decisions are taken and followed-up.
- Commitment to devoting time and energy to the Youth of European Nationalities, and to accept the responsibilities conferred by the members.
- Fluency in English or German and preferably knowledge of the other language.
- Availability to travel extensively.
- Candidates cannot turn 35 years of age during the term of the mandate of the
- Board.

Youth of European Nationalities (YEN) / Jugend Europäischer Volksgruppen (JEV)



Convenor for Communication

- Experience and good knowledge of the Youth of European Nationalities, minority and youth issues.
- Ability to convene and chair meetings of the Working Group and lead the group in reaching consensus.
- Ability to lead the team and manage the working group project(s) to agreed target dates and in accordance with the project plan.
- Ability to develop and implement an effective communications strategy based on the target audience.
- Ability to write, edit and distribute content, including publications, website content, and other marketing material that communicate the organisation's activities and mission.
- Ability to seek opportunities to enhance the visibility of the Organisation of the brand, and coordinate the Communication team at events.
- Have a clear vision of the direction of the Working Group, and the ability to translate it into action, inspiring and engaging Members of the Working Group.
- Availability to attend a minimum of 6 meetings per year, (on average 2–3 days each) on weekends or weekdays, and be available on other occasions on an ad hoc basis.
- Commitment to devoting time and energy to the Youth of European Nationalities, and to accept the responsibilities conferred by the members.
- Fluency in English or German and preferably knowledge of the other language.
 - Availability to travel extensively.
 - Candidates cannot turn 35 years of age during the term of the mandate of the Board.

Convenor for Minority Rights and Politics

- Experience and good knowledge of the Youth of European Nationalities, minority and youth issues and on the functioning and relevant work of the European Union, the Council of Europe and the United Nations.
- Ability to convene and chair meetings of the Working Group and lead the group in reaching consensus.
- Ability to lead the team and manage the working group project(s) to agreed target dates and in accordance with the project plan.
- Ability to manage a team and projects through numerical tools and social media.
- Have a clear vision of the direction of the Working Group, and the ability to translate it into action, inspiring and engaging Members of the Working Group.
- Availability to attend a minimum of 6 meetings per year, (on average 2–3 days each) on weekends or weekdays, and be available on other occasions on an ad hoc basis.

Youth of European Nationalities (YEN) / Jugend Europäischer Volksgruppen (JEV)



- Commitment to devoting time and energy to the Youth of European Nationalities, and to accept the responsibilities conferred by the members.
- Fluency in English and preferably knowledge of the other language.
- Availability to travel extensively.
- Candidates cannot turn 35 years of age during the term of the mandate of the Board.

Minority Rights are

In General:

Being a YEN Board member challenging but rewarding task. It is an opportunity to learn and grow, experience working in an international team and to influence the future of our network.

The “desired qualities” described should give you an idea about the scope of the tasks waiting for you. It is not expected that you are an expert in all of them. More important is your motivation, interest in the described fields and willingness to learn, challenge yourself and try out new things.

YEN is a team effort. The members of the YEN Board and Office are there to support any new Board member in their tasks and to fulfil their potential.

If you have any further questions, please do not hesitate to contact the YEN board or office.

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