

# DIPLOMACY COMPETITION 2019 COMMITTEE

## Role:

- Diplomacy Competition 2019 Committee (2-4 positions)

## Application Process:

- Written applications must be submitted via the UN Youth website [online application form](#).
- Following this, shortlisted applicants are typically required to undergo interviews conducted by the Diplomacy Competition 2019 Coordinator and a member of the National Executive of UN Youth New Zealand.
- Up to four Committee Members will then be appointed from the pool of applicants.

The National Executive reserves the right to reopen applications at its discretion.

The final selection will be made by the National Executive and the Diplomacy Competition 2019 Coordinator. However, we may seek external advice if we feel doing so would be in the best interests of the competition.

## Requirements:

- Cover letter of no more than 1,200 words in total answering the following questions:
  - Why do you think you would make a good candidate for the position of Diplomacy Competition Committee Member? Please detail relevant skills and experiences, especially any team management, leadership, project management and UN Youth experience.
  - What do you see as the value of Diplomacy Competition and how would you help maximise this?
  - What do you think would be the main challenges in organising the competition and how would you overcome these challenges?
- Curriculum vitae of no more than two pages;
- A completed police check consent form (only fill in pages 2 and 3 - [click to download](#));
  - Note, you do not need to submit this form yourself, we will do that for you.
- Photo ID; and
- Personal details (see the [online application form](#)).

Please contact us if you encounter any problems completing the requirements. No extra documentation will be considered apart from those outlined above.

As per the Protocols of UN Youth New Zealand, whether an applicant holds another position as a Volunteer within UN Youth New Zealand will be taken into account during selections and may be determinative in not appointing that applicant.

## Deadline:

- Written applications for Coordinator are due **11.59pm, Sunday 14 October**.
- Late applications will not be considered.

If you have any questions related to Diplomacy Competition 2019 or the application process, please contact the Diplomacy Competition 2018 Coordinator, Logan Glasson ([logan.glasson@unyouth.org.nz](mailto:logan.glasson@unyouth.org.nz)) or the UN Youth National President, Bokyong Mun ([bokyong.mun@unyouth.org.nz](mailto:bokyong.mun@unyouth.org.nz)).

# ABOUT DIPLOMACY COMPETITION

The Diplomacy Competition is an online Model UN, run throughout the year in four rounds. It aims to develop a different skillset from our typical Model UN conferences, and allows for continued engagement throughout the year. The competition is open to all students in New Zealand in teams of 3 – 4 from the same school. Best of all, it's entirely free!

The Competition takes place over four rounds, each divided into phases. Each Team is randomly assigned a country and given a Briefing paper and Resolution on a particular topic. They will use these resources to research and produce a Position Paper, as well as to amend the Resolution. Afterwards, they will have the opportunity to read other Teams' Position Papers, comment on them, and then revise your own Position Paper. Both external facilitators and other teams will mark each Position Paper.

The Diplomacy Competition piloted a tertiary round in 2017 and again in 2018, both of which were successful. It is expected that future Organising Committees continue growing Diplomacy Competition in this way.

Overall, the Diplomacy Competition has large scope for creativity and innovation, and is a perfect opportunity to test-drive new and forward thinking initiatives for UN Youth.

Visit the [UN Youth website](#) or the [Competition website](#) for more information!

## WHO SHOULD APPLY?

We encourage applications from people who demonstrate exceptional ability in the following areas:

- **Passion:** Someone with a genuine interest youth development and global affairs.
- **Teamwork:** A supportive person and a strong team player.
- **Proactive:** Being able to take the initiative and adapt quickly to different situations.
- **Communication:** Committee members will be involved in liaising with a large number of stakeholders.
- **Organisational Skills:** Someone with the ability to organise a complex event over an extended timeframe and involving hundreds participants.

Furthermore, UN Youth experience, either as an attendee or a volunteer, is beneficial but not essential.

## ELIGIBILITY

You must be:

- No longer attending secondary school (at the time of applying);
- No older than 25 years old;
- A New Zealand permanent resident or citizen, and reside within New Zealand.

# WHY APPLY?

Being a Diplomacy Competition Committee Member will be a unique experience as well as an amazing development opportunity. If you have the skills we are looking for, we highly encourage you to apply and some reasons are detailed below:

## **Professional Development**

Through this involvement with UN Youth, you will gain skills and experiences that will benefit you no matter what your course of study is or future career goals are. You will be supported in this role and gain a great deal from the expertise of other Volunteers you will work with.

## **Community**

The friends and social networks that Volunteers gain from UN Youth are a big part of what brings many people back. This role is a great opportunity to meet new, like-minded people or otherwise continue working with some of the incredible people you already know!

## **Rewarding**

The role will be a great deal of work, but it is also very rewarding. You will have the opportunity to implement new initiatives, work with awesome people, and form great memories doing so.

## **Service**

If you have participated in UN Youth events in the past, you will know just how educational and transformative they can be. This role is a fantastic way to give back to the organisation and, even if you have not been involved in UN Youth before, it is a way to contribute to the wider community through direct youth development.

## **Challenge**

Organising the competition is no small task. This role is a very unique and significant undertaking that will test the limits of what you're capable of – perfect for someone looking to extend or challenge themselves.

Additionally, Diplomacy Competition is an initiative that is ripe for innovation. There is a great deal of scope to grow the competition through creative ideas, and it is an ideal platform to test new and forward-thinking initiatives for UN Youth.

# ROLES AND RESPONSIBILITIES

## ABOUT THE ROLE

Committee members will act as a team to fulfil specific roles designated by the Coordinator in conjunction with the National Executive.

The specific committee roles will be decided by the National Executive in conjunction with the Coordinator. As such, a definitive list of roles cannot be provided, but below is a list of the roles that we are considering appointing for 2019. You may consider tailoring your application toward one or more of the roles that best suit you.

- **Communications Officer:** who will be responsible for promoting the competition, collecting registrations, and liaising with participants.
- **Development Officer:** who will be responsible for seeking sponsorship or other funding sources and liaising with external parties.
- **Education Officer:** who will be responsible for implementing an educational vision and coordinating the creation of resolutions/briefing papers.
- **Facilitators Officer:** who is responsible for recruiting, training, and managing a group of Volunteers that help moderate the competition and mark submissions.
- **Technology Officer:** who is responsible for maintaining, updating and developing the website.

## Term

The Committee member role will involve a commitment from appointment to the end of the 2019 calendar year, when it is expected that your final report will be completed and the event finances have been wound up.

## Tikanga Māori

Here at UN Youth we think it is important to incorporate Tikanga Māori principles into our operations as a way of cultivating a more equitable and inclusive environment for tangata whenua. We would encourage you to browse our Tikanga Policy before applying and consider how you might want to realise its principles should your application be successful: <https://unyouth.org.nz/about/tikanga-maori/>.

## **RESPONSIBILITIES OF THE ORGANISING COMMITTEE**

As further guidance, the responsibilities of the organising committee as a whole is broken down below. Each Committee member's portfolio typically covers a number of the following areas.

### **Administration**

Quarterly reporting to the UN Youth National Council (the organisation's highest representative policy-making body) will be expected of the Coordinator, as well as a post-event report outlining successes, challenges and recommendations. The organising committee will also need to ensure good record-keeping and communication with the participants during the registration process and the competition itself.

### **Design**

Our brand is very important to us, and it will be the responsibility of the organising committee to ensure all promotional material and external-facing communications, as well as the competition website, are appropriately branded. A great deal of basic design work is completed through Canva, an online graphic design platform.

### **Education**

Education represents the very purpose of UN Youth. The organising committee will be responsible for producing high quality educational content for the Diplomacy Competition and ensuring the event is an enriching educational experience for all participants.

### **Equity & Diversity**

As a free competition and UN Youth's most accessible initiative, the organising committee is responsible for ensuring the event remains true to this purpose and reputation. Part of this involves reaching out to as many potential participants as possible and ensuring the educational content is accessible.

### **Finance**

The organising committee, and the Coordinator specifically, will be responsible for preparing a comprehensive budget to present to the National Executive. They will also need to keep track of spending and receipts/financial documentation during their term to ensure UN Youth remains compliant with our audit requirements.

### **Logistics**

Despite being an online initiative, there are still some logistical considerations. These include organising prizes, certificates, and trophies for competition winners and markers.

### **Relations**

Managing external parties will be very important in terms of exploring sponsorship or other funding opportunities to ensure the competition is financially sustainable. There will also be a significant amount of liaising between the organising committee and participating schools as.

## **Social Media & Marketing**

Diplomacy Competition attracts hundreds of students every year through a sustained marketing and promotions strategy, focusing on liaising with schools/teachers and social media/digital engagement. Promoting the event as widely and effectively as possible is also important in ensuring the event remains accessible and relevant.

## **Volunteers**

The organising committee will be supported by a team of Facilitators for the duration of the competition. It will be their responsibility to recruit, train, and manage these Facilitators.

## **Welfare**

The welfare of all participants and Facilitators is paramount, especially ensuring there is an appropriate complaints processes and that everyone conducts themselves appropriately.

The organising committee will have a comprehensive handover from the previous organising committee, including access to the 2018 competition's resources and report. The team will also benefit from the support of a National Executive member as their event liaison.

## **Further Information**

If you would like more information about the Diplomacy Competition or the role, please contact the 2018 Coordinator, Logan Glasson ([logan.glasson@unyouth.org.nz](mailto:logan.glasson@unyouth.org.nz)) or the UN Youth National President, Bokyong Mun ([bokyong.mun@unyouth.org.nz](mailto:bokyong.mun@unyouth.org.nz)).