

EVATT COMPETITION 2019 DIRECTOR APPLICATION PACK

Role:

- Evatt Competition 2019 Director

Application Process:

- Written applications must be submitted via the UN Youth website online application form.
- Following this, shortlisted applicants may be required to attend interviews conducted by at least two members of the selection panel (see below).
- A Director will then be appointed from the pool of applicants.

The final selection will be made by the National Executive, who are the selection panel for this position. However, we may seek external advice if we feel doing so would be in the best interests of the Competition.

Requirements:

1. Cover letter of no more than 1500 words total answering the following questions:
 - a. What do you see as the value of Evatt Competition and how do you intend to maximise this?
 - b. Why do you think you would make a good candidate for the position of Evatt Competition Director? Please detail your relevant skills and experiences, specifically including any pastoral care experience, prior travel, team management and leadership experience.
 - c. What do you think would be the greatest challenge in the organisation of the trip and how would you deal with these challenges?
2. Curriculum vitae of no more than two pages;
3. A completed police check consent form (only fill in pages 2 and 3 – [click to download](#));
4. Photo ID; and
5. 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 that 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:

- Applications for Director are due **11.59pm, Friday 14th June**.
- Late applications will not be considered.

If you have any questions related to Evatt 2019 or the application process, please contact the UN Youth National President, Jayden van Leeuwen (president@unyouth.org.nz) or the UN Youth National Volunteers Officer, Lauren Watson (volunteers@unyouth.org.nz).

ABOUT THE EVATT COMPETITION

Every year UN Youth New Zealand selects four secondary school students to attend the Evatt Competition in Australia, which is run by our good friends at UN Youth Australia. Evatt is a simulation of the UN Security Council (UNSC), one of the principal organs of the United Nations and the body charged with the maintenance of international peace and security.

Each Australian State holds preliminary competitions at various times in the year and the National Finals is held in December. Students compete in pairs and every year UN Youth Australia reserves two places (four students) out of the 30 teams in the National Finals for UN Youth New Zealand. In 2019, the National Finals will be in Brisbane, and will be from **November 25th-December 1st**.

The aim of a team in the Evatt Competition is simple: achieve their nation's goals through diplomacy. The arena is the UN Security Council, convened to consider a draft resolution. Each team of two must use all the tools of the Security Council to mould the resolution to advance their assigned country's interests: formal speeches, amendments, parliamentary procedure, and, of course, lots of back-room wheeling and dealing. The students judged the most effective diplomats proceed to the next round.

Additionally, there will be workshops from experts in their field and inspiring speaker sessions. Overall, Evatt educates young people about the world and empowers them as active citizens by developing public speaking, negotiation, teamwork, research, and diplomatic skills.

WHO SHOULD APPLY?

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

- **Passion:** Someone with a genuine interest youth development and global affairs.
- **Leadership:** An experienced leader who has pastoral care experience.
- **Communication:** The Director will be involved in liaising with a number of stakeholders.
- **Organisational Skills:** Someone with the ability to organise a significant trip involving multiple participants.

Furthermore, it would be very beneficial to have UN Youth experience, in terms of having attended or volunteered for UN Youth events in the past.

ELIGIBILITY

There are some specific criteria to be eligible for the Director position. You must be:

- A New Zealand Citizen or Permanent Resident with a current passport;
- At least 18 years old when the delegation departs New Zealand in December 2019;
- A tertiary student or have not been enrolled in secondary school since at least 2018;
- Available for the duration of the trip;
- Have no criminal convictions.

WHY APPLY?

Being the Evatt Director 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! More specifically, below are five key reasons why you should apply:

Professional Development

Through this involvement with UN Youth, you will gain skills and experience that will benefit you no matter what your course of study is or future career goals are. It will be a significant boost to your CV and you will gain a lot from the expertise of other Volunteers you will work with.

Community

The friends and social networks that Volunteers gain by being a part of 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!

Fun

A role such as this will be a great deal of work, but it can also be fun! You will have the opportunity to undertake subsidised travel overseas, 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 contribute to the wider community through direct youth development.

Challenge

Organising an international delegation is no small task. This role is really something that is significant and special – perfect for someone looking to extend or challenge themselves.

ROLES AND RESPONSIBILITIES

ABOUT THE ROLE

Evatt is different to the other international delegations UN Youth organises as it is much smaller in scope. It does not involve a study tour before or after the conference itself. The main tasks of the Director include selecting the delegates, providing them with appropriate training and briefing, organising some logistics such as flights to and from Australia, and liaising with the Evatt Convenors from UN Youth Australia. During the conference itself, the registration fee that is paid covers accommodation and food. During Evatt, the Director will fulfil the role of Head of Delegation. This is mainly a facilitation role, but also involves primary responsibility for passing on information from the Evatt Competition Organising Committee to the rest of the delegation.

Costs

The Evatt Director role is partially subsidised by UN Youth from delegation funds. The fee that a Director will need to pay personally is dictated by the delegate fee, with the Director fee calculated proportionally against it as per a set formula. It is expected that the Director fee will be between \$400-500, although this is ultimately subject to the delegate fee itself. For the 2019 Tour, the delegate fee was \$2000, giving a Co-Director fee of \$400. This would cover the Evatt registration fee (which includes accommodation), flights to and from Australia, and some food/transport. A Director can also budget for and claim certain administrative expenses incurred for the purpose of their role. The Director is also required to pay a \$400 bond that must be paid and will be refunded upon the conclusion of the trip and the submission of a complete final report (including complete finances) at February National Council 2020. If your application is successful, you will be invoiced for these costs in instalments.

Term

The Director role will involve a commitment from appointment to the completion of the final post-trip report. It is also expected that by this time the trip finances will be wound up, which includes submitting all relevant financial documentation and following up on any outstanding invoices. However, note that the final report is typically presented at February National Council in 2020, but your availability to physically attend February National Council is not a requirement for eligibility.

RESPONSIBILITIES

As further guidance, some further detail on the responsibilities of the Director is described below:

Leadership

The Director is expected to demonstrate leadership in context of both the trip and UN Youth more generally. Travelling overseas with four secondary school students will require the group to bond and work well together, and the Director should be aware of their responsibility to do everything they can to ensure this happens.

Administration

Quarterly reporting the UN Youth National Council will be expected of the Director, as well as a post-trip report outlining the trip's successes, challenges and failures. The Director will also need

to ensure good record-keeping and communication with the delegates during the selection process and the preparation leading up to departure.

Design

Our brand is very important to us, and it will be the responsibility of the Director to ensure all promotional material and external-facing communications are appropriately branded. Most of our design work is completed through Canva, an online graphic design platform.

Education

The main task educationally will be adequately preparing the delegates for the Evatt Competition, especially as it is significantly different from anything that UN Youth organises in New Zealand.

Equity & Diversity

As is intrinsic to overseas trips, it will be a significant financial undertaking. The Director will need to keep in mind the responsibility UN Youth has to ensure that our events are as accessible as possible and that the composition of the delegation regionally diverse.

Finance

The Director 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 while on the trip to ensure UN Youth remains compliant with our audit requirements.

Logistics

This will mainly be organising logistics on either side of the conference. During the conference itself, logistics will largely be taken care of by the Evatt Competition Organising Committee.

Relations

The Director will need to be professional in liaising with all external stakeholders, such as UN Youth Australia and the various vendors they will engage with.

Social Media & Marketing

Evatt is one of UN Youth's core educational offerings, so the Director will need to be aware of how the event is represented to students and how the opportunities are communicated.

Welfare

Particularly on an international trip, the welfare of the participants is paramount. The Director will need to consider physical and mental welfare at every stage of the planning process to ensure that all the participants are well cared for and safe during the trip.

The successful Director will have a comprehensive handover from the previous Director, including access to the 2017 resources which may serve as templates and a basis for the organisation of the different aspects of trip. 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 Evatt Competition or the role, please contact the 2018 Director, Nisha Novell (nisha.novell@unyouth.org.nz), or the UN Youth National President, Jayden van Leeuwen (president@unyouth.org.nz).

For further information on UN Youth Australia's Evatt Competition, you can also visit their website: <https://unyouth.org.au/event/the-evatt-competition/>