

UN YOUTH ESTABLISHMENT BOARD OF DIRECTORS NOMINATION INFORMATION

Background

Following a Special General Meeting (SGM) of UN Youth on 2 July 2019, the members of the organisation passed a resolution to adopt a new constitution. This new constitution reforms the governance structure of UN Youth, with a Board set to assume the governance responsibilities previously held by National Council on 1 January 2020. Until this date, the current constitution and governance structure remains in place.

As well as delaying the implementation of the new constitution, in order to transition the organisation into this new governance structure the SGM adopted a series of transitory measures designed to facilitate a smooth transition. One of these measures is the creation of an Establishment Board of Directors.

About Us

UN Youth New Zealand is a non-profit organisation that provides civics education outside the traditional classroom context. Our goal is to inspire young New Zealanders to be global citizens in the rapidly globalising world of today.

Throughout Aotearoa, our work equips young people to become informed, engaged, and critical New Zealanders who understand their global context and the connections between the local and the global. Our organisation provides young people with the necessary educational and social skills to excel. Annually, over 3000 young New Zealanders from Northland to Southland attend a UN Youth event.

UN Youth hosts three conferences nationally each year drawing together hundreds of students from across the country. One of the conferences looks at solving problems in the community and government policy, the second considers international affairs and diplomacy, and the last aims to engage young New Zealanders in politics and democracy. An online Diplomacy Competition is also available for all high school students across New Zealand to help them further develop their understanding of these issues.

We also lead three annual international trips for high school students — a study tour through Europe and the United States, a cultural exchange trip to Australia and the Pacific, and a small delegation to the Evatt Competition run by UN Youth Australia. For tertiary students, we run a trip to the Harvard National Model UN in the United States, and a trip around South East Asia focused on globalisation.

UN Youth is powered by a body of 150 volunteers across the country who dedicate many hours of their week to engaging young people and growing the organisation.

Purpose

The Establishment Board of Directors (EBD) will be made up of three to five Ordinary Directors, a Volunteer's Representative and the National President of UN Youth for the time being. The EBD

will work to review the draft Board Operations Manual, draft National Policy Manual and the current National Protocols and Regional Constitutions to ensure that they are fit for purpose under the new governance structure. In doing so, the EBD will work with the current National Executive and other National Council blocs to update all these Governing Documents in light of current organisational practices and to ensure a smooth transition on 1 January 2020. The EBD will also complete the appointments process for the 2020 National Executive as per the new constitution. These are crucial tasks, and it is likely that significant time commitments will be required.

Through this work, the EBD will produce fit-for-purpose Governing Documents for the new governance structure. This will help to prevent uncertainty and ambiguity when the new constitution comes into effect on 1 January. Please see [Schedule Three](#) of the SGM Motion for the full powers and mandate of the EBD.

On 1 January, the Ordinary Directors and Volunteer's Representative shall be automatically installed as Directors of the Board. Through this, the members of the EBD will become the inaugural Board, allowing for a smooth transition.

The Board is required to hold a meeting at a minimum of every six weeks, and the ability to attend online meetings is expected of Directors. The Board may also hold strategic retreats, and this and any other travel for events or meetings in your role as a Director will be covered by UN Youth, to the extent that is possible under our Protocols. It is not envisioned that the Establishment Board will hold any in-person meetings.

Please note that UN Youth is a charity and does not provide any remuneration to members. This will extend to Directors. All positions are entirely voluntary, however, reasonable expenses may be claimed.

Process

[Schedule Two](#) of the SGM Motion outlines the process for the appointment of the EBD.

The members of the EBD, with the exception of the National President, will be elected by the Voting Members of UN Youth at an SGM held in conjunction with August National Council (currently scheduled for August 22). Nominations are therefore being sought for the three to five Ordinary Director positions.



Ordinary Directors are Directors other than the Volunteer's Representative and National President. Of the Ordinary Directors, a minimum of one, but no more than two, may be Independent Directors. An Independent Director is an individual who is **not** a member of UN Youth. Someone is a member of UN Youth if they have registered as a member and:

- They are currently enrolled in a New Zealand primary, secondary or tertiary institution; or
- They are a New Zealand permanent resident or citizen aged 25 years or younger; or
- Have been appointed as a member of UN Youth by the relevant body (under the current structure, the National Executive)

As a default, all Ordinary Directors, whether independent or not, must be aged 25 years or younger at the time of their nomination, or be enrolled in full time tertiary education at the time of their election. However, this default requirement can be overridden by a majority vote of the Board and the National Executive. As such, it is possible for candidates over 25 to be nominated for the Board.

Ordinary Director nominees must be referred by the Selection Panel in order to be eligible (as per Schedule Two of the SGM Motion). The Selection Panel is made up of:

- Jayden van Leeuwen, National President
- Seraphina Koo, National Operations Officer
- Henry Seaton, Canterbury Regional President
- Manraj Singh Rahi, Wellington Regional Vice-President for High Schools
- Chhavi Breja, NZ Model United Nations Education Officer
- Vivian Griffiths, Independent Member

The Selection Panel will refer all candidates they consider have the requisite skills and experience. When considering whether to refer a nominee for Ordinary Director, the panel will consider the following factors:

- Previous involvement with UN Youth (although this is not a requirement)
- Previous governance experience - in particular, governance experience in the non-profit sector
- Previous involvement in youth organisations, especially youth-for-youth organisations
- Previous experience in management roles
- Relevant qualifications, professional memberships or accreditations e.g. the Board is required to have at least one Director with financial experience
- Analytical, financial and problem solving skills
- Ability to work well with fellow Board members, as well as members of the National Executive and other volunteers.
- General skills such as reliability, adaptability and organisation
- Commitment to the unique requirements of being on an Establishment Board, as well as to the organisation and its values (including Tikanga)
- Intended length of service on the Board - in particular, an ability to commit to the term on the EBD, and then at least one year's service on the inaugural Board
- Any other factors which may inform whether a candidate has the requisite skills and experience to be a Director.

In order to be considered, a nomination must include:

- The name and age (at the time of nomination) of the nominee; and
- Whether the nominee is currently enrolled at a tertiary institution; and
- The names of two Voting Members of UN Youth who nominate the individual and second the nomination (a nominee cannot nominate themselves or second their own nomination); and
- Whether the nominee intends to serve a two year or one year term on the Board from the 1st of January 2020 (as a priority of the organisation is ensuring rotating succession); and
- A covering letter of no more than 1000 words outlining how the nominee fulfils the criteria above; and
- A CV of no more than 2 pages; and
- A professional head and shoulders photograph; and

- A short candidate blurb of no more than 500 words, to be released to members of UN Youth should the nominee be referred by the Panel.

Should an individual be over 25 years and not enrolled at a tertiary institution, the National Executive will consider whether to approve an exception to the age limitation. Prospective Independent Directors may ask to be put in contact with voting members who can nominate/second their nomination.

Nominations for Ordinary Directors will **close 5pm Friday 2 August.**

Nominations for Ordinary Directors must be emailed to the National Operations Officer, Seraphina Koo at operations@unyouth.org.nz by the deadline. All materials must be included in order for a nomination to be considered. Late nominations will not be considered.

Any questions can be directed to either Seraphina, or the National President, Jayden van Leeuwen at president@unyouth.org.nz.