

# UN YOUTH BOARD DIRECTORS

## Nomination Pack

Nominations are now open for a number of positions on the Board of Directors for UN Youth New Zealand. We are currently seeking:

- 2 Ordinary Directors
- 1 Volunteers Representative

### 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.

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.

### The Role

Sitting on the governing body of UN Youth will require a substantial commitment. Collectively, the Board's functions include:

- Monitoring performance against the Strategic Plan
- Holding the National Executive to account
- Exercising financial oversight
- Performing risk management
- Determining UN Youth's policies and values

- Overseeing key volunteer appointments

The Board typically meets once a month, and the ability to attend online meetings is expected of Directors. Board Directors also hold membership on at least one sub-committee of the Board, which typically meet monthly. 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 policies.

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.

The following experience would be desirable for those seeking a position on the Board:

- Previous governance experience - in particular, governance experience in the non-profit sector
- Relevant qualifications, professional memberships or accreditations - in particular, a candidate with finance experience would be advantageous
- 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 nature of the organisation, and its values (including Tikanga)
- Intended length of service on the Board - in particular, at least one year's service on the Board
- The Board desires to improve gender and ethnic/cultural diversity in its composition

### Volunteers Representative

The Volunteers Representative is a member of the Board who is a current member of the organisation. Unlike other Board members, the term limit of the Volunteers Representative is 1 year. Furthermore the Volunteers Representative can participate at events, and hold any other position except for a role on the National Executive.

The Volunteers Representative is the main point of contact between volunteers and the Board. Their responsibilities include communicating with volunteers regarding the work that the Board has been doing, answering any questions that members may have regarding governance, and leading consultation sessions with volunteers. The Volunteers Representative also typically acts as Chair of the People and Impact Committee and reports to the Board at each meeting.

The Volunteers Representative is a valued position on the Board which allows for greater volunteer insight and representation in Board Discussions. It is also a fantastic opportunity for you to learn about governance and organisation leadership. A good understanding of UN Youth operations is preferable however is not essential. This role is ideal for anyone who has volunteered with UN Youth within the past 2 years. If you have any questions regarding the role please email [volunteersrep@unyouth.org.nz](mailto:volunteersrep@unyouth.org.nz)

## **Eligibility**

### Ordinary Directors

Ordinary Directors are Directors other than the Volunteers 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 unanimous agreement of the Board)

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.

Please note that of the two Ordinary Directors who complete their terms at the end of 2020, one (Independent Director) intends to seek re-election to the Board. The Board currently consists of the maximum number of Independent Directors allowed as per the Constitution.

## **Process**

Board directors will be elected by the Voting Members of UN Youth at the Annual General Meeting, tentatively scheduled for 29 November 2020.

Ordinary Director nominees must be referred by the Appointments Committee of the Board to Voting Members for election at the AGM in order to be eligible. The following factors will be considered when referring nominees to the AGM:

- Previous governance experience - in particular, governance experience in the non-profit sector
- Relevant qualifications, professional memberships or accreditations - in particular, the Board is seeking candidates with a legal background and experience
- 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 nature of the organisation, and its values (including Tikanga)
- Intended length of service on the Board - in particular, at least one year's service on the Board
- The Board desires to improve gender and ethnic/cultural diversity in its composition
- Any other factors which may inform whether a candidate has the requisite skills and experience to be a Director.

## **Nominations**

In order to be considered, a nomination must include:

- The name and age (at the time of nomination) of the nominee; and
- The nominee's course of study or occupation, and whether the nominee will be in full time tertiary education at the date of the AGM 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 Appointments Committee of the Board

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

Nominations will **close 5pm Saturday 31 October**.

Nominations must be emailed to the Chair of the Board, Jonathan Gee at [chairperson@unyouth.org.nz](mailto:chairperson@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 the Chair of the Board.