



Strasbourg, 25 September 2020

**CALL FOR EXPRESSIONS OF INTEREST  
EXPERTS TO THE  
EUROPEAN YOUTH FOUNDATION**

**Deadline: 4 October 2020, 23:59 CET**

## **Introduction**

The European Youth Foundation (EYF) is a fund established in 1972 by the Council of Europe to provide financial and educational support for European youth activities. In this capacity, the Foundation provides funds to youth organisations, after an application and assessment process.

The EYF consists of its Strasbourg based secretariat and a decision-making body, the Programming Committee on Youth, which itself is a subcommittee of the Joint Council on Youth, the supreme decision and policy-making body for the Council of Europe's governmental and non-governmental partners in the Youth Department.

## **Tasks:**

The European Youth Foundation is seeking qualified experts to perform one or both tasks specified hereafter:

**Task 1:** Due to the COVID-19 pandemic, many youth organisations implementing EYF funded activities for 2020 and 2021 have been forced to make changes to their nature and/ or their timing. Most frequently, these changes entail the transfer from offline meetings to online or hybrid meetings, as well as the replanning of activities over time.

Experience has taught us that not all EYF funded youth organisations are in the position to adapt agreed upon activities in line with the goal and objectives of the approved grant. For this reason, the EYF is setting up an online service to assist youth organisations with approved grants, who wish to benefit from professional assistance in both the replanning and transformation of their activities.

The EYF is seeking experts with a proven experience in the organisation of online events who on demand would be available to assist youth organisations in adapting their EYF funded activities from offline meeting to online or hybrid meetings via online consultation (Task 1 A). Furthermore, the expert should be competent in assisting youth organisations in replanning their activities within a timeline agreed with the EYF (Task 1 B). Also, the expert may be asked to participate in info sessions with youth organisations, organised by the EYF secretariat, in order to provide advice and share good practices (Task 1 C).

**Task 2:** The EYF seeks to enhance the quality of grant applications by youth organisations through the development and execution of targeted information and training sessions, both online and offline, available to applicant youth organisations. Therefore, the EYF seeks to be assisted in:

- the conception and delivery of new online and offline EYF information and training sessions for youth NGOs on the EYF grant application requirements;
- the upgrading the EYF grant application tools, forms and guidelines to make them more accessible to applicant NGOs.

### **Required Competencies**

*The required competencies of the experts are the following:*

*For both tasks:*

- Knowledge of the Council of Europe's youth sector;
- Experience in the facilitation of team and group work process;
- Experience in the facilitation of learning processes;
- Very good working knowledge of English, both in oral and written communication, and knowledge of French and/or other languages will be an advantage;
- Familiarity with the European Youth Foundation and or similar organisations would be an asset.

*Specifically for task 1*

- Experience in and the capacity to use e-learning and web-based methodologies in support for personal learning;
- Knowledge and prior experience with Moodle will be an asset;
- Experience in the organisation of online events including webinars, online workshops, learning sessions etc.;
- Project drafting and project management in the youth area;
- Experience as a trainer for youth activities.

*Specifically for task 2*

- Sound knowledge of the European Youth Foundation's programme and funding rules;
- Ability to develop, implement and evaluate information and training sessions for youth organisations (competences of a senior trainer);
- Experience with the conception and implementation of youth projects and activities, project development support, and mentoring;
- and competencies in the areas mentioned, including:
  - experience in organising and delivering e-learning and training activities, as well as online information seminars;
  - knowledge of the Council of Europe's youth sector approaches and priorities.

The Council of Europe welcomes applications from all candidates who fulfil the specific profile of the activities, irrespective of gender, disability, marital or parental status, racial, ethnic or social origin, colour, religion, belief or sexual orientation.

## **Application Procedure**

Applicants are required to send the following documents to the EYF secretariat, indicating in the title of the message “call for expressions of interest” as well as the tasks the applicant wishes to apply for ([eyf@coe.int](mailto:eyf@coe.int)) by **4 October 2020, 23:59 CET**.

- Expression of interest form (below);
- Curriculum Vitae (in English or French).

All applicants will be notified of the results by mid-October 2020.

## **Rates**

The expert fee will be based on the senior trainer rates of the Trainer’s Pool of the Youth Department (€280 a day).



## FORM FOR EXPRESSION OF INTEREST

Call	Experts on behalf of the European Youth Foundation
<b>Name and Surname:</b>	
<b>Email:</b>	
<b>Telephone/s:</b>	
<b>Address:</b>	
<b>Working languages:</b>	<input type="checkbox"/> English <input type="checkbox"/> French <input type="checkbox"/> Other/s ( <i>please specify</i> )
<b>Reference Persons</b> (Please indicate 2 reference persons with their contacts)	
<b>Please indicate</b>	<input type="checkbox"/> Task 1 <input type="checkbox"/> Task 2 <input type="checkbox"/> Both Task 1 and Task 2

**Qualifications:**

Please, explain how your skills and qualifications correspond to the competencies and experiences required to be selected as an expert.

**Exclusion criteria and absence of conflict of interests**

By submitting this expression of interest, the consultants declare on their honour not being in any of the below situations, failing which, in accordance with the procurement rules of the Council of Europe, they will be excluded from participating in this call if they:

- have been sentenced by final judgment on one or more of the following charges: participation in a criminal organisation, corruption, fraud, money laundering;
- are in a situation of bankruptcy, liquidation, termination of activity, insolvency or arrangement with creditors or any like situation arising from a procedure of the same kind, or are subject to a procedure of the same kind;
- have received a judgment with res judicata force, finding an offence that affects their professional integrity or serious professional misconduct;
- do not comply with their obligations as regards payment of social security contributions, taxes and dues, according to the statutory provisions of their country of incorporation, establishment or residence;
- are or are likely to be in a situation of conflict of interests.