



CANADIAN COMMISSION FOR UNESCO
COMMISSION CANADIENNE POUR L'UNESCO
www.unesco.ca

Youth Advisory Group

I - Roles and Functions

II - Action Areas



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Part I: Roles and Functions

CONTEXTUAL BACKGROUND

The United Nations Educational, Scientific and Cultural Organization's (UNESCO)¹

The United Nations Educational, Scientific and Cultural Organization's (UNESCO) mission is to contribute to the building of peace, the eradication of poverty, sustainable development and intercultural dialogue through education, the sciences, culture, communication and information. UNESCO's main objective is to create the conditions for dialogue among civilizations, cultures and peoples, based upon respect for commonly shared values.

UNESCO is part of the UN system. It works closely with a wide range of regional and national organizations and works through its three main governing bodies: the General Conference, the Executive Board and the Secretariat. The General Conference is UNESCO's primary decision-making body. Representatives of all Member States meet every 2 years to determine the policies and main lines of work of the Organization. The Executive Board, composed of 58 Member States, works to implement the programme adopted by the General Conference. It meets twice a year to examine the Organization's programme and budget. Finally, the Secretariat, based in Paris, France, consists of the Director-General and staff. The Director-General is the executive head of the Organization. He or she formulates proposals for appropriate action by the General Conference and Executive Board and prepares a draft biennial programme and budget.

In addition, UNESCO is the only UN agency to have a system of National Commissions. These operate for the purpose of associating their governmental and non-governmental bodies in education, sciences, culture and communication with the work of the Organization. National Commissions have the distinct advantage of working with a network of national stakeholders, partners and experts. This network plays a significant role in raising UNESCO's visibility at the country level. Acting as agencies of consultation, liaison and information, and mobilizing and coordinating partnerships with the civil society, the National Commissions make substantial contributions in the advancement of UNESCO's objectives and in the implementation of its programme².

¹ UNESCO at a Glance, 2009, BPI-2008/WS/3 REV.

² About National Commissions for UNESCO, visit <http://portal.unesco.org/en/ev.php-URL_ID=44812&URL_DO=DO_TOPIC&URL_SECTION=201.html>

The Canadian Commission for UNESCO³

As part of the above mentioned network of National Commissions, the Canadian Commission for UNESCO is in a unique situation to effectively contribute to Canada's position on UNESCO issues. The Canadian Commission for UNESCO was established in 1957 under the aegis of the Canada Council for the Arts. It operates through its three main entities: the Executive Committee, the Sectoral Commissions and the Secretariat. The Executive Committee is central to the Commission. The Committee acts in the name of the Commission, setting out and approving the general policy and programme directions of the Commission. Its role is to identify issues of concern to UNESCO and Canada. The Sectoral Commissions make recommendations to the Canadian Commission for UNESCO and to the Executive Committee regarding the preparation, implementation and evaluation of UNESCO programmes and related Canadian activities concerning their sector. There are three Sectoral Commissions: 1) Education, 2) Natural and Social and Human Sciences, 3) Culture, Communication and Information. These commissions reflect the networks of individuals and organizations across Canada who share common interests and concerns. Similarly to the UNESCO Secretariat in Paris, the Secretariat of the Canadian Commission for UNESCO consists of the Secretary General and staff and works to coordinate the linkage between UNESCO's programmes and Canada's civil society.

Youth and UNESCO⁴

UNESCO strives to build partnerships with young people and their networks and organizations, to solicit and integrate their views and priorities, to enable their participation, and to collaborate with them in setting up projects and programmes in the areas of the Organization's competence. UNESCO firmly believes in the empowerment of young people and giving recognition, visibility and credibility to their contributions. As such, UNESCO's Section for Youth, Sport and Physical Education undertakes numerous initiatives to ensure that youth are included in UNESCO's programmes. The Section regularly cooperates with partners in the UN system and other intergovernmental organizations to develop youth-centered projects and activities. UNESCO's Section for Youth also works closely with a variety of international, regional and local youth and student organizations.

In addition, since 1999, the UNESCO Youth Forum is one of the main initiatives of UNESCO's Section for Youth, Sport and Physical Education. The Forum unites, at the UNESCO headquarters in Paris, youth delegates from Member States and NGOs around the world. The delegates debate and develop the proposals for action, which are subsequently submitted in a final report to the UNESCO General Conference. Given that the General Conference is the supreme decisional body of the Organization, the UNESCO Youth Forum therefore constitutes a unique occasion for youth to participate actively in the work of the UNESCO General Conference and to have input on some issues being discussed therein.

³ Structure of the Commission, <http://www.unesco.ca/en/commission/ccfu/Structure.aspx>

⁴ For more information on youth and UNESCO, please consult: <http://portal.unesco.org/shs/en/ev.php-URL_ID=10993&URL_DO=DO_TOPIC&URL_SECTION=201.html>

Youth and the Canadian Commission for UNESCO

Since the 1990s, the Canadian Commission for UNESCO has remained highly involved with and for youth. The Commission currently has youth members sitting on each of its three Sectoral Commissions, and on its Executive Committee. The Commission also works with a vast network of youth and youth organizations that help guide the actions of youth engagement at the Commission.

In 2005, the Canadian youth consultations, in preparation for the UNESCO Youth Forum served as the basis for the official creation of the Commission's Youth Advisory Group (YAG)⁵. The Canadian consultations constituted one of the Commission's initiatives wherein young Canadians were, and still are, invited to share their vision regarding UNESCO youth strategies in each of its sectors of activities.

The Canadian approach was innovative as Canada was among one of the first countries to implement a national youth consultation process in preparation for the UNESCO Youth Forum. Following a series of successful youth consultation processes, the Commission came to the conclusion that the motivation, interest, seriousness and expertise of young participants justified the creation of a Youth Advisory Group (YAG). A strict selection process was established to select the new members of the Group. Members come from almost all Canadian provinces and vary between the ages of 16 to 32. As part of their mandate, selected members are given the opportunity to comment on UNESCO documents when appropriate and to take part in certain UNESCO-related events (annual AGM, Youth Forum, etc.). They are also encouraged to act as a liaison between their organizations and networks and the Commission, and to develop or support initiatives that relate to UNESCO's work. Ultimately, members provide support to one another through a network that unites young people with similar interests and convictions.

In 2002, the Commission established the position of a Programme Officer to coordinate the involvement of youth in the Commission's programmes. This position ensures that youth are engaged within activities related to the mandate and programme activities of the Canadian Commission for UNESCO. The Programme Officer also organizes youth consultations, coordinates the Canadian Youth delegation at the UNESCO Youth Forum in Paris, coordinates the logistics of youth participation at different events including at the Commission's Annual General Meeting and ensures liaison with officials from other Member States and government departments. It is the Programme Officer's role to ensure that young people's perspectives and contributions are taken into account at all levels of the Commission's work.

Each year, the Youth Advisory Group develops further and its purpose becomes more focused. Since its inception, it has grown from a rather informal entity to a semi-formal network that spans from province to province. In 2009, the volunteer position of Provincial YAG Coordinator was created as a

⁵ Hereinafter, the Youth Advisory Group will be referred to as the YAG.

way to help establish a closer link between the Commission and youth in their communities. Coordinators also help in organizing occasional spaces for members to meet and exchange, giving the YAG a more tangible presence across the country.

The Canadian Commission for UNESCO firmly believes that youth represent essential partners in building more just and peaceful societies throughout the world. For this reason, the Commission ensures that youth fully participate, not only in the activities of the Commission, but in those of UNESCO and in all other forums of civil society as well. The Commission considers members of the Youth Advisory Group as essential to achieving its mission. Members are considered as young experts in their own right and their viewpoints and experiences are vital in ensuring that different generational perspectives are well represented in the Commission's work.

Mission

Members of the Youth Advisory Group provide recommendations to UNESCO's priorities and programmes in all its sectors (Education, Sciences, Culture, Communication and Information) and promote their implementation within their local communities and organizations, as they relate to youth. Members allow for networking and collaborative opportunities that encourage inter-generational and inter-cultural exchanges. As a result of these and other roles and opportunities, they empower each other, other youth and the Canadian Commission for UNESCO through the collaboration and support that they provide to each other at the local, regional, national and international levels. The Youth Advisory Group of the Canadian Commission for UNESCO works to mobilize the creativity, expertise and unique perspectives of its members to contribute to the present and future development of our societies.

Values

The following values have been selected by Members and are said to best define the YAG. Members are encouraged to carry out their mandates and to strive to achieve the YAG's objectives through these core values.

- **respect**
- **passion**
- **collaboration**
- **creativity**
- **empowerment**
- **solidarity**
- **sustainability**

Objectives

The following objectives are meant to help the YAG achieve its Mission:

- Promote knowledge of UNESCO's programmes and priorities through community outreach, and establish and maintain linkages with organizations and networks that have similar goals;
- Contribute to the consultation processes, the Commission's AGM and other relevant events and initiatives;
- Foster communication among members and with the Programme Officer, Youth to exchange information, share knowledge, initiate and sustain action;
- Support and participate regularly in meaningful projects related to UNESCO and to the Commission.
- Help develop the capacities of its members and of other youth to support the achievement of UNESCO's mission.
- Provide support to other YAG members, and to the Commission's Programme Officer, Youth as appropriate.

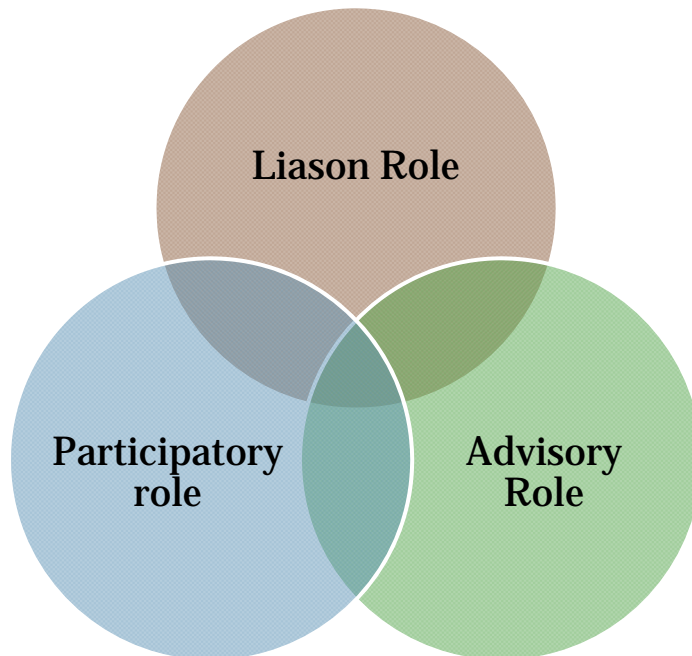
ACHIEVING THE YAG'S OBJECTIVES

In order to reach the YAG's objectives, members and Coordinators are expected to fulfill the following mandates.

A) YAG Member's Mandate:

Members of the Youth Advisory Group ensure ongoing youth commitment within the Commission. By connecting with the Programme Officer, Youth, members of the Youth Advisory Group help identify the issues and concerns of youth in their communities and provide recommendations.

The Youth Advisory Group has liaison, advisory and participation functions that contribute to the Commission's mandate.



Liaison

- Act as a liaison between appropriate organizations, networks and the Commission, particularly in the development of initiatives common to participating organizations;
- Advocate and informing local youth about the Commission's initiatives and activities;
- Inform the Commission of activities or events related to UNESCO's mandate in which they are participating and/or aware;
- Provide feedback and follow up during and after participation in UNESCO-related events and activities;
- Report to the Provincial YAG Coordinator (PYC's) at a minimum of 3 times a year or at the PYC's request. Please see the section on accountability for more information.

Advisory

- Provide comments on UNESCO draft documents (*Programme and Budget, Medium-Term Strategy, etc.*);
- Recommend methods to the Commission for the following: communication and outreach proposed by and for youth, development of themes or planning specific activities;
- Provide input for youth consultations leading to the UNESCO Youth Forum and when possible, assist in organizing the consultation in their area;
- Familiarize oneself with relevant UNESCO-related documents in order to be effective in their advisory role;
- Recommend sector activities and initiatives.

Participatory

- Initiate or contribute to the development of one or more projects based on the recommendations from the Canadian youth consultations and the UNESCO Youth Forum;
- Contribute to the development of Canada's position at the UNESCO Youth Forum;
- Participate in the Annual General Meeting and other activities organized by the Commission, if necessary (a selection process must often take place to select participants when there are budget constraints);
- Participate in local and international events and providing the Commission with an activity report on request.

B) Provincial YAG Coordinator's Mandate (volunteer position):

The Provincial YAG Coordinator's¹ (PYC) mandate corresponds to the YAG member's mandate. The mandate of a PYC is of 2 years. In addition, she/he will be expected to:

- Collect YAG member updates, summarizing and sending to the Programme Officer, Youth within set timeframe;
- Ensure that the (UNESCO Youth Forum) consultation in their province is carried out within the set timeframe (every two years);
- Ensure the smooth integration of each new YAG member in their province (by making contact in person or through telephone, Skype or other means of participation);
- Ensure smooth transition with the new Provincial Coordinator, once his/her mandate ends;
- Lead the organization of a yearly provincial meeting with other YAG members (funding from the CCU will be provided if needed);
- Participate in a phone conversation on a quarterly basis to touch base with the Programme Officer, Youth and other Provincial Coordinators.
- Connect provincial YAG members to relevant information and resources, if need be.
- Help to coordinate and organize the YAG meeting during the AGM, as requested by the Programme Officer, Youth.

ENGAGEMENT, ACCOUNTABILITY AND REPORTING PROCESS

In order to work efficiently as a group and to facilitate the flow of information between YAG members across the country, each party is expected to follow a specific reporting process. In addition, the information below describes the main elements of engagement and accountability of each party. These are not to be considered in addition to existing mandates but rather complimentary to them.

A) Programme Officer, Youth:

- Programme Officer will provide consultation-related documents in a reasonable time frame, when possible;
- Programme Officer is responsible for ensuring that YAG members are included in other sectors, programmes and activities;
- Programme Officer is responsible for selecting new members and reassessing member's mandates once they come to an end;
- Programme Officer will share youth-related information (opportunities, events, contests, articles, etc.) with the YAG as it becomes available including provincial summaries of members updates;
- Programme Officer will share relevant information on behalf of YAG members with the Commission, and Youth Sector at UNESCO Secretariat;
- Programme Officer is responsible for providing support to YAG member's projects and activities as much as possible and when possible.
- Programme Officer will provide specific sources of expertise as requested by YAG members, when possible.

B) Provincial YAG Coordinator (PYC):

- PYCs are responsible for insuring that chapter meetings take place on a regular basis and that all relevant members are invited and included during such meetings (see section on meetings);
- PYCs should notify the Programme Officer, Youth in advance if he/she becomes unable to fulfill their responsibilities;
- PYCs are responsible for collecting Update Reports, summarizing and sending to the Programme Officer , Youth, three times a year and within set timeframe;
- PYCs are responsible for ensuring that the (UNESCO Youth Forum) consultation in their province is carried out within the set timeframe;
- PYCs are responsible for ensuring the smooth integration of each new YAG member in their province (by making contact in person or through telephone).

C) YAG Members:

- Members must report to their PYC at a minimum of 3 times a year or at the PYC's request. Members will provide written updates (Update Reports) of their activities **every 4 months: in January, in May (as part of the YAG meeting at the Commission's AGM) and in August of every year.** Updates are important to ensure the exchange of information among members. This information is also circulated among the Commission's staff, partners and individuals interested in the activities of the YAG.
- Update Reports contain the following information:
 1. ***Short updates of what members have accomplished or are presently working on in relation to the three areas of focus of their mandate (Liaison, Advisory, Participatory);***
 2. ***Challenges encountered and good practices;***
 3. ***Activities and projects that members hope to accomplish in the next term and events that they hope to attend;***
 4. ***Other items to share with the YAG (ideas, projects, events, personal stories, pictures, etc.)***
- Members will participate in the consultations in preparation for the UNESCO Youth Forum;
- Members are expected to participate in YAG meetings (AGM, chapter meetings, etc.) when possible and as appropriate;
- Members as expected to participate in or initiate UNESCO sector-related activities in their communities, as appropriate;
- Members must provide a short report to the Programme Officer, Youth when presented with the opportunity to participate in CC UNESCO supported local, national or international events;
- At all times, members cannot speak on behalf of the Commission. Members are encouraged to speak about their involvement with the Commission's Youth Advisory Group;

PROVINCIAL AND REGIONAL CHAPTER MEETINGS

Provincial meetings

Provincial YAG meetings refer to meetings that gather all members from the same province. These are not always easy to organize because of the logistics involved. Ideally, provincial meetings would take place once a year and would be led by the Provincial Coordinator. Some members may be unable to attend such meetings because of transportation and/or financial constraints. For this reason, the Commission will endeavor to allocate a small annual budget for each of the provinces. These small financial contributions will ensure that members who live outside of urban areas can attend the provincial meeting. It can also help cover the costs of supplies or food needed for a day-long meeting, for example. It is recommended that a note-taker be appointed during the provincial meeting in order to ensure that relevant information is circulated among other provincial members who were not able to attend. **A short summary of each meeting should be provided to other provincial members unable to attend and to the Programme Officer, Youth.**

Provincial meetings can also be planned at the same time as the provincial youth consultations (in preparation for the UNESCO Youth Forum), when this is relevant.

Regional Chapter meetings

It is recommended that regional chapter meetings take place every 2-3 months or whenever possible, according to members' availability. "Regional Chapter" refers to areas in one province where more than 2 members reside. These get-togethers may happen more often than provincial meetings as members will be able to meet more easily. For example, members residing in the Montreal or Vancouver areas are capable of meeting more often, in an informal manner.

The objectives of provincial and regional chapter meetings are manifold. Again, it is up to the Coordinator and members to decide what they would like to discuss during the meetings. The meetings are normally informal. However, when relevant, the Programme Officer, Youth will ask the Coordinator to include certain elements in the meeting's agenda. For example, meetings can also serve to gather members' recommendations on specific UNESCO-related programmes, thus helping members achieve their advisory role within the Commission.

At Regional chapter and Provincial meetings, members usually take the opportunity to:

- Update one another on their activities and projects (normally UNESCO Sector-related);
- Discuss and/or comment UNESCO-related programmes and documents as suggested by Programme Officer, Youth;
- Empower one another through mutual support when possible (i.e. if someone has a project and requires other member's feedback or assistance);

- Update other members with any information obtained from the Commission. This is usually undertaken by Coordinators (i.e. AGM, consultations, new UNESCO developments, etc.);
- Discuss the possibility of initiating projects as a group to implement the recommendations (based on the present document). These projects do not have to be imposing. For example, these can include preparing a workshop on UNESCO (different topics can be chosen, such as Biosphere Reserves, Adult Learning Week, etc.) and presenting it in a school or other location, organizing a small community event for an International day (Literacy Day or Human Rights day for example), co-writing an article on UNESCO and its programmes in a local newspaper, etc. Please refer to the below section that provides examples of other projects;
- Discuss youth-related organizations that members may be a part of, or working for already, and analyzing how links to the YAG and the Commission can be made;
- "Act" on project ideas or work on projects for the Commission (i.e. preparing information and material for the AGM together as a group).

Reaching out to members outside of urban areas

It has been a long-time challenge for the YAG to better involve members who live outside of urban areas or who find themselves in areas that count few members. Chapter meetings most often take place in urban areas for the simple reason that there are more members present therefore making it easier to organize gatherings. It should be understood that the increased involvement of YAG Members living outside of “member-populated” areas will necessitate the active contribution of all parties at all times: the Commission, Provincial Coordinators and all YAG members.

- The Provincial YAG Coordinators are encouraged to occasionally touch base with all members through phone or in person. This applies particularly in situations when certain members are unable to attend chapter or provincial meetings, in which case, the Coordinator should attempt to communicate with the member through Skype or other web-based tools. If this is not possible, the Coordinator must ensure that minutes are taken during the meeting and circulated among absent members.
- The Commission has agreed to provide a set amount to provincial YAGs chapters in order to reimburse costs associated with transportation in the event of a provincial meeting. This aims to ensure that all members in one province can at least attend the yearly provincial meeting. However, requests for financial assistance must be made in advance to the Programme Officer, Youth and approved by the Commission.
- Webinars: A Webinar is a web conferencing tool. The YAG will organize occasional Webinars not only to provide information on UNESCO-related programmes to members but also as a method of ensuring connections between the Commission and members.

Part II – Action Areas

The following recommendations have been selected from the *CANADIAN YOUTH CONSULTATION REPORT 2009* and the *UNESCO 2009 YOUTH FORUM REPORT*. Both are available through the following link: <http://www.unesco.ca/en/interdisciplinary/youth/default.aspx>.

These recommendations are meant to guide and inspire actions, as referred to in the member's mandate. However, members are not obligated to limit the implementation of their actions to these specific recommendations. Members can also draw inspiration from other recommendations contained in the above-mentioned reports. However, by selecting a number of specific recommendations to focus on, the YAG will initiate common action to facilitate more meaningful impact in the below recommended focus areas. Thus, members who initiate actions as part of their YAG mandate should do so in accordance with the following recommendations:

GENERAL RECOMMENDATIONS:

- Fostering intergenerational partnerships; and,
- Helping UNESCO National Commissions coordinate cooperation and dialogue between youth organizations, civil society groups and the private sector, to promote and enhance youth and social entrepreneurship and business creation programs.

EDUCATION:

- Promoting non-formal education in order to reach all youth, particularly those who are not in school; and,
- Increasing environment-based inter-disciplinary education (formal and non-formal).

NATURAL SCIENCES:

- Raising awareness on the importance of the green economy amongst youth.

SOCIAL SCIENCES:

- Increasing youth participation in the Canadian Coalition of Municipalities against Racism and Discrimination initiative.

CULTURE:

- Promoting youth-related cross-cultural exchange programmes in Canada and internationally; and,
- Holding fora and events related to cultural diversity, in order to multiply the opportunities for young people to participate in their communities.

INFORMATION AND COMMUNICATION:

- Increasing virtual opportunities for youth dialogue.

TOOLS TO ACHIEVE THE YAG'S OBJECTIVES:

To facilitate YAG involvement and implementation of the YAG objectives, a list of currently existing and readily available tools is included below. Other tools, as described below, are to be developed over time and in coordination with the Commission, pending appropriate resources. These tools are considered necessary to the continued progress of the YAG.

Currently existing and readily available tools:

- **Intergenerational Partnerships:** The Intergenerational Partnerships aims to unite members of the Commission's Youth Advisory Group and members of the Commission with particular expertise. The programme enables participants with similar interests to share their respective knowledge and experience and to draw inspiration from one another. Currently, this takes place a few weeks before, and during the Commission's Annual General Meeting (AGM) in May. The extension of the Programme post-AGM and whether or not participants remain in contact depends on their motivation and availability;
- **Roles and Functions and Action Areas of the YAG:** The present document is meant to guide members in their actions and to clarify their roles within the YAG;
- **Timeline** to help identify important CCU-related periods during the year (see Annex I);
- **List of Good Practices:** This list, included in the present document, includes good practices and examples of past projects and activities. It is meant to inspire members and bolster action in order to implement the set of selected recommendations as per listed below.

Tools to be developed pending appropriate resources:

- A user-friendly online YAG tool/website which includes YAG member reports, member profiles, an activity calendar and important UNESCO resources;
- A tool kit to compliment the above-mentioned website, for multidisciplinary knowledge-building and management of youth issues, and to increase youth participation. The tool kit will include:
 - ✓ Potential project ideas;
 - ✓ Funding possibilities;
 - ✓ CCU request for support process (including usage of logo);
 - ✓ A timeline;
 - ✓ YAG members and CCU staff bios and contact information;
 - ✓ Case studies (detailed examples of projects);

- ✓ “How to” information for event and budget planning, running a meeting, public relations, etc.; and,
 - ✓ Important information about the Commission and UNESCO – mandates, documents, and events.
- Webinars (Web conference) from YAG members, Commission’s Programme Officers and/or Commission’s members (experts, academics, etc.) as a way of sharing UNESCO-related information;
 - The Commission has agreed to provide a set amount to provincial YAG chapters in order to reimburse costs associated with transportation in the event of a provincial meeting. This aims to ensure that all members in one province can at least attend the yearly provincial meeting. However, requests for financial assistance must be made in advance to the Programme Officer, Youth and approved by the Commission.

GOOD PRACTICES: YAG ACTIVITIES AND PROJECTS

The following list consists of examples of past projects and activities initiated by other YAG members. It is meant to inspire members and bolster action in order to implement the set of selected recommendations as per listed above. Members who would like to initiate UNESCO Sector-related activities in their communities can refer to these examples. The above section on recommendations provides ideas for action areas. By no means should this list be considered as restrictive. Members are encouraged to develop new ideas for activities or projects and to be creative in finding ways to implement the recommendations. For clarification purposes, the list is based on the YAG member’s mandate.

LIAISON ROLE	EXAMPLES
<p>Acting as a liaison between appropriate organizations, networks and the Commission, particularly in the development of initiatives common to participating organizations;</p>	<p>→ A member held the position of education representative at the Forum jeunesse de l’Île de Montréal (FJIM)(a youth consultative body uniting youth organizations in Montreal). The member applied for this position as representative of the Commission’s Youth Advisory Group. The FJIM’s priorities aligned well with those of the Commission. As a member of both the FJIM and the YAG, the member was able to find linkages between both organizations, exchange pertinent information and share the YAG’s recommendations with the FJIM for possible implementation in the Montreal area.</p>

		<p>→ If a YAG member is an employee of or volunteers for an organization or network that holds similar objectives to those of the Commission’s programmes or Sectors, it is possible for this member to communicate with the Commission’s Programme Officer, Youth and initiate a partnership. A proposal describing the proposed type of partnership should be submitted to the Commission. If this proposal is approved, the organization may receive approval for usage of the Commission’s logo, usage of its network, in-kind support and/or a small financial contribution.</p> <p>For example, the Commission was able to provide support to the organization “Journalists for Human Rights” for the creation of a toolkit. This was possible because one of its employees, a former YAG member, identified a relevant area for partnership between the Commission and his organization.</p>	
	<p>Advocating and informing local youth about the Commission’s initiatives and activities;</p>	<p>→ Youth conferences and events are good opportunities to advocate and inform other youth of UNESCO-related initiatives and activities. These events often welcome relevant youth-led workshops and sessions. For example, one member set up a workshop and presented an overview of the Commission’s programmes and activities during the Youth Millennium Conference.</p>	
		<p>→ Two other YAG members set up and presented a workshop on the Commissions’ programmes and activities and on the UNESCO Youth Forum during the École d’été at the New World Institute in Montreal. See: http://www.inm.qc.ca/</p> <p>→ Other YAG members in the past have organized informative lunch sessions in their local primary or secondary schools. Topics can include science for development, encouraging environmentally friendly school initiatives, racism and discrimination in schools, cultural diversity, etc. The Commission’s Programme Officers can</p>	

	<p>offer specific resources to help prepare such sessions. The Commission can also help link the YAG member to a local school in its Associated Schools Project Network. See:http://www.unesco.ca/en/interdisciplinary/aspnet/default.aspx</p> <p>→ Several YAG members have written articles on the Commission, on the YAG or on a specific UNESCO-related topic or programme for their local or university newspaper. The Commission's Programme Officers can offer specific resources to help inform such articles.</p>
<p>Informing the Commission of UNESCO Sector-related activities and events in which you are participating and/or aware;</p>	<p>→ In certain circumstances, a YAG member will inform the Commission of an activity or event that is related to one of its Sectors (education, sciences, culture, communication and information) and that is taking place in his/her community. For example, a festival celebrating cultural diversity may take place in a certain area. This information may be of interest to the Commission since it may provide it with an opportunity to disseminate UNESCO-related information on cultural diversity thus helping to raise UNESCO's visibility in Canada.</p> <p>→ A member attended the Global Humanitarian Forum in Geneva in June 2009. The forum was indirectly related to UNESCO, however the member thought useful to provide the Commission with a short report for information purposes. This report was then circulated among interested Commission staff and contacts that were able to learn about the Forum's outcomes.</p>
<p>Providing feedback and follow up during and after participation in UNESCO-related events and activities;</p>	<p>→ If a member has been provided with the opportunity to participate in a UNESCO-related event, he/she should provide feedback during the event, if possible and must provide feedback following the event (a short report is expected).</p> <p>→ Both delegates at the 2009 UNESCO Youth Forum created a web page through a social networking tool. This page was used to inform other YAG members of developments at the Forum and post pictures of their</p>

	experience.	
ADVISORY ROLE	EXAMPLES	
<p>Providing comments on UNESCO draft documents (<i>Programme and Budget, Medium-Term Strategy, etc.</i>);</p>	<p>→ Every two years UNESCO adopts a biennial programme and budget, and it is the role of the Commission to consult government representatives at all levels as well as civil society to obtain their comments and reactions to the proposed UNESCO programme priorities⁶. A first round of general comments on the next programme and budget is normally gathered in the summer (around June-July). The UNESCO Secretariat in Paris then collects comments from all of its Member States and develops the draft programme and budget for the next General Conference. A more formal round of consultations on this draft programme and budget then takes place in the spring of the year during which the General Conference takes place. The General Conference is held in the fall, every two years.</p> <p>YAG members are included in this consultation process and asked to provide comments on the UNESCO programme and budget twice during the above-described consultation cycle for the General Conference: once in the summer of the year during which there is no General Conference and once in the spring of the year during which the General Conference is held to help prepare the Canadian position.</p> <p>The next General Conference will be held in October 2011.</p>	
<p>Recommending methods to the Commission for the following: communication and outreach proposed by and for youth, development of themes or planning of specific activities;</p>	<p>→ YAG members are encouraged to propose new methods of outreach for youth outside of the YAG. For example, a member should inform the Programme Officer, Youth if he/she has access to a new youth-related network. This would enable the Programme Officer, Youth to reach an increased number of youth across Canada when relevant, thus raising UNESCO's visibility in Canada.</p> <p>→ YAG members are also encouraged to suggest new</p>	

⁶ Annual Report of the Secretary-General, 2009-2010.

	<p>activities, different ways of organizing YAG meetings or new UNESCO-related themes for YAG-specific activities. For example, numerous YAG members had proposed a full day YAG meeting at the Commission’s AGM instead of a half day meeting. The 2010 AGM will thus include a full day YAG meeting for its members.</p>
<p>Providing input for youth consultations leading to the UNESCO Youth Forum and when possible, assist in organizing the consultation in their area.</p>	<p>→ As mentioned above, the UNESCO Youth Forum takes place every two years, right before the UNESCO General Conference. The Canadian Commission has been organizing youth consultations in preparation for the Canadian youth position at the UNESCO Youth Forum. YAG members are encouraged to provide input on the organization of the biennial youth consultations across the country. Members are also encouraged to help organize the one-day youth consultation in their area. The next UNESCO Youth Forum will be held in October 2011.</p>
<p>PARTICIPATORY ROLE</p>	<p>EXAMPLES</p>
<p>Initiating or contribute to the development of one or more projects based on the recommendations from the Canadian youth consultations and the UNESCO Youth Forum;</p>	<p>→ YAG members are strongly encouraged to initiate or contribute to the development of a project in their area. These projects do not have to be imposing and can be undertaken individually or as a small group of YAG members. Members are encouraged to base their activities or projects on the adopted recommendations as described above. In-kind support for these YAG-related initiatives can be provided by Provincial Coordinators and by the Programme Officer, Youth. Some examples undertaken by YAG members in the past include:</p> <p>→ A member initiated a project to connect and engage Canadian youth with their heritage. This member brought a group of inner-city community school students and a small group of university students (as chaperones) to travel to Ottawa for three days to learn about the significance of Canadian Heritage by visiting the Rideau Canal, Gatineau Park, Museums and Parliament Hill.</p> <p>→ More than one YAG member worked to create links to their city council to help their city become involved in the</p>

	<p>Canadian Coalition of Municipalities against Racism and Discrimination (CCMARD -a UNESCO-initiated international project). This should always be done in conjunction with the Commission. For more information on CCMARD, see: HTTP://PORTAL.UNESCO.ORG/SHS/EN/EV.PHP-URL_ID=10635&URL_DO=DO_TOPIC&URL_SECTION=201.HTML)</p> <p>→ A member initiated a project linked to a biosphere reserve. The project aimed to reintroduce environmental education to a group of young students, through a day-long, interactive hike in a Canadian biosphere reserve. The hike aimed to illustrate human beings effects on the environment while inspiring environmental responsibility. This project held goals closely aligned with UNESCO’s International Year of Biodiversity 2010.</p> <p>→ An activity to celebrate International Human Rights day was organized by two YAG members in their community. One local university professor was invited to deliver a short workshop on the topic of human rights in Canada. An interactive session, facilitated by the YAG members, then followed to encourage learning and discussion on the topic. The activity was held in a local café and hosted over 40 participants.</p>
<p>Contributing to the development of Canada's position at the UNESCO Youth Forum</p>	<p>→ YAG members are expected to contribute to the development of Canada’s position at the UNESCO Youth Forum. This signifies that members should participate in the one-day youth consultation taking place in their area. Provincial Coordinators are responsible for the organization of consultations but can require other YAG members in their group to assist them. These consultations take place every two years.</p>

ANNEX I -TIMELINE 2010 - 2012

2010

JAN
FEB
MAR
APR
MAY
JUN
JUL
AUG
SEPT
OCT
NOV
DEC

**2010: International Year of Biodiversity
International Year for the Rapprochement of Cultures**

March 1 – 8: Adult Learner’s Week

May 6 – 8: Annual General Meeting and one-day YAG Meeting

June - Dec: CCUNESCO holds a first set of consultations with its Sectoral Commissions on the Draft Programme and Budget for 2012-2013 (Document 36 C/5)

Aug 12: Start of the United Nations proclaimed **International Year of Youth**

2011

JAN
FEB
MAR
APR
MAY
JUN
JUL
AUG
SEPT
OCT
NOV

Preparations for Annual General Meeting begin

Annual General Meeting

June – Sept: Preparations and consultations for the upcoming UNESCO Youth Forum in Paris

May – Aug: In preparation for the 36th General Conference, CCUNESCO holds consultations with its Sectoral Commissions on the Draft Programme and Budget for 2012-2013 (Document 36 C/5)

Oct: UNESCO General Conference and Youth Forum in Paris