



## Global Youth Coalition on HIV/AIDS APPLICATION FOR NATIONAL FOCAL POINTS (NFPs)

**DEADLINE: 7th June 2013**

### **About GYCA**

The Global Youth Coalition on HIV/AIDS (GYCA) is a program of the [Public Health Institute](#) (PHI). GYCA is a youth-led network of more than 6,500 young leaders and adult allies working on youth and HIV/AIDS in over 170 countries worldwide. Its North Secretariat is based in New York, and its South Secretariat is based in Accra, Ghana. GYCA recognizes the potential of young leaders as the best force to address HIV and AIDS in their own communities, and empowers them with the knowledge, skills, resources and opportunities they need to scale up their initiatives. Three main areas of focus guide GYCA's work: networking and sharing of best practices; technical assistance and capacity building; and political advocacy.

### ***Our Members***

GYCA members are young people and adult allies from over 170 countries worldwide. Anyone can join. GYCA members are engaged on a wide range of HIV and sexual and reproductive health and rights issues, from sex education to ARV treatment access to maternal health.

GYCA defines young people as ages 15-30. Young people living with HIV and/or those who identify as sex workers, men who have sex with men, injecting drug users and other marginalized youth, are encouraged to [join](#).

GYCA members take action by, for example...

- holding events for World AIDS Day on December 1st each year;
- applying to take a free, online [e-course](#) on project management, political advocacy or resource mobilization;
- applying to serve GYCA's membership as a [Regional Focal Point](#), elected by members, to represent the network at local and international events, carry out GYCA's activities and campaigns at the national and regional levels, connect and empower members in their region;
- applying to serve GYCA's membership as a National Focal Point, chosen by the Regional Focal Point,
- ...and much more!

### ***Our Mandate***

GYCA seeks to improve HIV and AIDS policies and programming geared toward young people by facilitating the inclusion of skilled young leaders in decision-making that affects our lives. For example, GYCA has coordinated the inclusion of young leaders on government delegations through which they have addressed the UN General



Assembly and dialogued directly with Ministers of Health and Education. GYCA has secured prominent advocacy opportunities for powerful young leaders affected and infected with HIV, such as the opening ceremony and plenary sessions at International AIDS Conferences. GYCA also connects young people to positions in their countries from which they can affect great change, such as employment with National AIDS Control Organizations, heading NGOs and designing effective prevention and outreach programs.

## **AREAS OF FOCUS**

### ***Capacity building and technical assistance***

GYCA members have regular access to training opportunities, internships, jobs, volunteer positions, grants, and scholarships, allowing them to reach their highest potential as change-makers. GYCA offers free month-long e-courses in Project Management, Political Advocacy, and Grant Proposal Writing & Fundraising to help young people more effectively conduct their HIV/AIDS work on the ground. Graduates receive technical assistance from GYCA staff and local members to implement their final project plan, and are linked to local members and allies in their own countries and communities. GYCA offers international, regional, and local trainings, e-groups, and speaking and publicity opportunities at prominent international events such as the bi-annual International AIDS Conferences during which GYCA is one of the lead organizers of the Youthforce program.

International public health events are crucial opportunities for training, networking, fundraising, showcasing successful work, and for advocating to high-level decision-makers to take action on HIV/AIDS interventions for and with youth. GYCA provides capacity-building workshops for youth before major events to train youth participants on advocacy, media outreach, technical aspects of the AIDS epidemic and other topics. GYCA members are frequently selected to speak on panels, plenary sessions, and to give presentations. GYCA also offers a special e-course on preparing conference abstracts and securing scholarships before major international conferences.

### ***Networking and sharing of best practices***

GYCA maps youth-focused HIV/AIDS initiatives and leaders through an online Global Directory. The Directory links young leaders together to collaborate for change. It is frequently used by governments, United Nations agencies, and NGOs to identify local partners to pool resources and to reduce the duplication of efforts. GYCA's online social networking platform, [TakingITGlobal](#), has helped hundreds of thousands of young people to turn their ideas and ideals into collaborative action.

### ***Political advocacy***

GYCA provides spaces for members to work directly with their governments and the United Nations to create and influence HIV and AIDS national and international policy and programs that affect young people. GYCA works to measure progress and hold governments accountable to international declarations and national commitments to reduce HIV infections among youth, and to ensure access to sexual and reproductive health information and services including comprehensive sex education, condoms, HIV testing, and youth-friendly health clinics.



GYCA divides the world into 12 regions and recruits an RFP to represent each. These regions are:

- ❖ Eastern Europe and Central Asia
- ❖ Middle East and North Africa
- ❖ West Africa
- ❖ Central Africa
- ❖ East Africa
- ❖ Southern Africa
- ❖ South Asia
- ❖ Asia Pacific
- ❖ Latin America
- ❖ The Caribbean
- ❖ North America
- ❖ Western Europe

## About PHI

The Public Health Institute (PHI) is an independent, 501c(3) non-profit organization based in Oakland, CA and Washington, DC, with four decades of experience dedicated to improving the health, nutrition, well-being and quality of life for people around the world. PHI is expert in building local capacity, influencing health policies, and training health leaders and advocates at community, state, national and international levels. Known for strong leadership development, innovation and technical depth, PHI today has more than 600 employees in 26 countries. PHI, which works in partnership with local and international organizations around the world to ensure culturally-relevant, locally-driven and sustainable programs and policies, is guided by the belief that health is a fundamental human right and that just societies ensure equitable health outcomes for everyone.

## THE FOCAL POINTS PROGRAM

GYCA is committed to working with and for key affected populations of youth, such as young people living with HIV, injecting drug users, men who have sex with men, sex workers, young women, and youth in resource-constrained areas, and aims to create meaningful youth-adult partnerships. We work closely with 12 young community advocates serving as Regional Focal Points and approximately 50 serving as National Focal Points globally.

**GYCA is currently recruiting National Focal Points (RFP) for a two-year term. Each term, the NFP undergoes a mid-term review (to take place in at the end of that year) to assess and confirm each NFP for the following year.** This is a call to all young people interested in taking a leadership role with GYCA by applying to be a GYCA NFP. Please look at the information and criteria listed below and fill out the application if you are **interested, committed, and eligible.**

### Principle Functions of National Focal Points:

As a relatively decentralized network, GYCA relies upon the enthusiasm and commitment of its members to steer and develop the Coalition. The principle function of the NFPs is to engage GYCA members within their country, organize local meetings, events, and campaigns, and assist in mapping and networking. The NFP



should believe in GYCA's overall goals, operate from a framework of human rights, have experience in an HIV/AIDS related field and be committed to GYCA's growth and sustainability.

Additionally, NFPs are responsible for building a cohesive national network within their countries that will collectively form the regional network through existing GYCA membership, through local NGOs and grassroots organizations, and through international partnerships with organizations that work in the region on youth and HIV/AIDS issues. The RFP along with GYCA secretariats will provide technical support in fundraising efforts led by NFPs to subsidize their own costs and will assist them in finding funding opportunities.

Ideally, NFPs should work out of a host organization and should be willing to help introduce GYCA to their local networks and community resources. Additionally, GYCA seeks NFPs that can commit to at least a one-year contract on a voluntary basis, after which they are strongly encouraged to re-apply.

### **Benefits:**

Although all the NFP work is primarily voluntary, the role is provided with a variety of visibility and networking opportunities. NFPs have been and will be offered complimentary opportunities to represent GYCA and their regional work at international conferences and events, to take part in regional and international trainings, and so on. GYCA Secretariats and RFPs also assist in supporting NFPs' local projects whenever possible. Since GYCA is a young but growing coalition, NFPs have a significant degree of input into GYCA's regional activities and programming.

### **Duties and Responsibilities of NFPs:**

- Keep in regular touch with GYCA- RFP and update him or her on a monthly basis through brief reports;
- Together with RFP, develop a work plan and adhere to it;
- Be available for strategic meetings (online, by phone, or in person) with other members of your regional team;
- Reach out to other GYCA members in your country to organize events, trainings, and campaigns;
- Organize local gatherings with youth and inform them about opportunities, events and resources. NFPs will be assisted in this process by our strategic partners, and may be able to use the facilities of UN country offices and local NGOs;
- Undertake outreach and communication with GYCA members in their countries, to ensure equal focus and representation related to national needs, challenges and activities;
- Represent GYCA and its objectives of empowering youth working in HIV/AIDS at any relevant national conferences and events;
- Conduct research on organizations working in their countries on youth and HIV/AIDS issues, make contact with such organizations, and include them in GYCA's interactive global directory of youth HIV/AIDS organizations and programmes; do inform your RFP through the brief monthly reports
- Assist GYCA in its ongoing efforts to reach marginalized youth at the grassroots level;
- Contribute material for the bi-monthly newsletter, GYCAWire
- Contribute national HIV-related news and relevant resources for the GYCA website
- Submit a brief report and pictures of conferences/important meetings attended;
- Contribute to capacity building – including partaking in available GYCA e-courses, where possible, translate and/or facilitate the e-courses;



- Inform your RFP of future travel plans or absence in advance.
- It is strongly encouraged that you build strong working relationships with your National HIV/AIDS Commission/Council/Department
- Participate in a Regional Chat with your RFP
- Identify funding opportunities in your country and inform your RFP and GYCA staff about it to assist in building those partnerships
- It is strongly suggested that you keep records of all contacts and information as NFP to share with other NFPs and staff when requested

## **VI. Criteria for Application:**

- Be a GYCA and TIG member with a detailed profile<sup>1</sup>
- Candidate is a youth aged 18-26;
- Has reliable internet access, at least every other day (4 days a week);
- Can use Microsoft Word and Internet effectively;
- Is willing to work on a voluntary basis for about 5-8 hours per week;
- Commitment for at least a year
- Can understand and communicate effectively in English<sup>2</sup>;
- Works with youth and with vulnerable populations;
- Professional, responsible attitude, working well with others;
- Agrees to consult with GYCA Staff before using GYCA's logo and materials and regarding sensitive communication;
- Works with a registered, credible organization (or has significant experience) working on youth and HIV/AIDS;
- Focus on HIV/AIDS and/or on related focus such as sexual and reproductive health, development, poverty, or human rights;
- In or near a capital or major city (essential for networking with UN, government and NGOs);

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<sup>1</sup> Become a TIG member by going to [www.takingitglobal.org](http://www.takingitglobal.org) and signing up for free.

<sup>2</sup> The majority of GYCA and the international HIV/AIDS community's communication is in English, though in some regions (Latin America, Central Africa) other languages are primarily used, and so English fluency is not required. Applicants with fluency in Spanish, French, Arabic, Russian, Kiswahili and other languages are encouraged to apply.



**IMPORTANT APPLICATION SUBMISSION INSTRUCTIONS**

**DEADLINE: 7th June 2013**

Please send your application form to [amila@gyca.org](mailto:amila@gyca.org) (Amila Rajapaksha – RFP South Asia)

Thank you! We look forward to receiving your applications!

*GYCA is committed to ensuring that all applicants receive fair and equal treatment regardless of gender, sexual orientation, disability, race, religion, age, marital status, ethnic or national origin, or any other characteristic. Youth under 24 yrs and those living with HIV and/or AIDS are encouraged to apply.*

Please do not write here. This space is for GYCA use only.

AF #:

File #:

## APPLICATION FORM

# NFP

National Focal Point

\* = REQUIRED FIELDS: (YOU WILL BE DISQUALIFIED IF YOU DON'T RESPOND TO THE REQUIRED FIELDS)

### Part – One: To be filled by the applicant

#### Personal Information:

* Name (First/Last):		* Region:	
* Age:		* Country:	
* Sex:		* Phone/Ext:	/
* TIG Username:	<a href="http://profiles.tiged.org/">http://profiles.tiged.org/</a>	* e-mail	

If you are not registered at TIG, please register here: <http://www.tigweb.org>

#### MOTIVATION:

- \* 1. What is your motivation for being an NFP to the GYCA? (Not more than 300 words)
- \* 2. Describe your HIV and AIDS related working experience and your experience of working with and for Youth? (Not more than 300 words)
- \* 3. How do you think you will be able to contribute to GYCA's Mission, Vision and Values? (Not more than 300 words)
- \* 4. Please describe how your appointment as NFP can support, develop and strengthen the country and youths of the country you represent. (Not more than 300 words)

#### ACCESSIBILITY:

\*Are you affiliated with an organization or are you studying? Yes:  No

\*If yes, which organization or school you are affiliated with?

Organization name: ( )

School/University: (Students only) ( )

Address: ( )

E-mail: ( )

\*Do you have Internet access? Yes:  No

\*If yes, where do you have access to the internet?

Home  Office/University  Both (Home & Office/University)

Any other important remarks or information about yourself:

Please write your complete name on the signature filed!

Signature:

Date:

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**Part Two: To be completed by GYCA RFP:**

Has the applicant meet the requirements and have enough qualification and work experience to be selected as an NFP?

Yes:

No:

Is the applicant competent to promote and/or contribute to the GYCA's Mission, Vision and Values?

Yes:

No:

What is the selection priority for this application?

The applicant is considered as \_\_\_\_\_ best candidate to be selected as a NFP for

(Country Name)

Any other remarks by the Regional Focal Point (RFP):

**\* RFP Name:**

**\* Region:**

Please write your complete name on the signature filed!

Signature:

Date: