**Draft Terms of Reference.**

**High Level Youth Policy Dialogue on SDGs: Youth Steering Committee.**

**Context**

The High Level Youth Policy Dialogue on SDGs will be held on July 2014 in Nairobi, Kenya as an African youth event, open to international youth, with an aim of gathering and strengthening political commitment for governments to support prioritizing investment in youth development in the post-2015 Development agenda. The meeting will cultivate on the recommendations made by young people and create political goodwill for African countries to champion for a stand-alone goal on youth development in the SDGs proposal. The conference will focus on issues relevant to young people across Africa emerging from the youth consultation held so far. The conference also intends to encourage a more broad-based dialogue among African youth and their government, thus catalyzing a sustainable and strong African youth movement and encouraging innovation on African youth issues.

In principle, the High Level Youth Policy Dialogue on Sustainable Development Goals will embody an innovative approach to more traditional UN structures. In anticipation of the conference, five experts—one representing each key area—will be selected to prepare reports on their respective topics. Rapporteurs will then present on these findings at the conference itself, setting the stage for a more proactive dialogue among forum attendees and stakeholders worldwide. In light of the forum’s emphasis on youth issues, young people will be instrumental in reviewing these reports and facilitating and framing the related discussions via a Media hub and other targeted interactions. Indeed, the opinions of young people will be solicited throughout the process as much as is practicable in order to encourage a more meaningful sense of ownership among them.

By exploring how young people can best connect with one another ,the meeting will utilizing on the new and evolving technology to encourage a more meaningful and long-term conversation among forum attendees. It will involve other young people in the process, particularly those not able to attend in person. The planners of the meeting will work with private sector leaders and other knowledgeable parties to harness the power of technology in an engaging manner, as well as to establish methods of reaching more African young people who remain isolated from social networking technologies

**The Steering Committee**

The 15 members Youth Steering Committee is composed of global and regional organizations working in Africa, with expertise and experience in youth issues and Post 2015 development agenda has been set up to take responsibility for organizing the upcoming African youth meeting. Generally, representatives from both the private sector and youth/NGO networks will be involved as below:

1. Government of Kenya
2. Representatives from Youth-Led or Youth Focused Organizations
3. Youth Focal persons from UN Agencies and AUC.
4. Youth Focal person from Private Sector.

**The Steering Committee tasks will include the following:**

1. To provide leadership throughout the meeting’s planning, implementation and follow-up stages.
2. To meet as a Steering Committee on a biweekly basis, with Committee Chair meetings taking place every one week.
3. To prepare the program for the meetings and, in consultation with the Secretariat, identify rapporteurs, facilitators and experts capable of addressing the identified thematic areas in relation to youth.
4. To assist in the planning of a media platform whose purpose is to encourage broad-based interaction among forum participants.
5. To develop criteria for the choice of youth participants, taking care to ensure that participants are balanced in terms of age, gender, race, and nationality, and that the appropriate number of participants is selected from member countries, NGOs, and youth networks respectively.
6. To ensure that the interests of young people remain a top priority throughout the planning process and that young people are able to assume ownership of the forum itself.
7. To work in developing the key thematic issues, with the specific goal of making these issues feel relevant to young people across the region.
8. To collaborate and cooperate with the Government of Kenya, OAYouth and partners in the process management and organization of the meeting.
9. To work with the Government of Kenya, OAYouth and Partners to ensure the highest level of visibility of the meeting in the media and dissemination of the Forum’s recommendations to African Governments and to the widest possible range of civil society groups.
10. To work with the Government of Kenya, OAYouth and Partners to expand the range of participation in the meeting via social media and other innovative technologies, especially among those not traditionally reached by technology.
11. To ensure the full participation and engagement of young people, particularly of vulnerable groups—e.g. disabled, ethnic minorities, refugees and migrants—in the meeting process at all levels, including in leadership roles.
12. To link the meeting’s objectives with youth development more generally and with those articulated in the international agreements, with a specific focus on movement sustainability and long-term youth engagement.
13. To establish task forces as required to ensure that the above tasks are fully implemented in the limited time available; specifically, the following task forces should be established: thematic; participant selection; follow-up and outcome; experts, rapporteurs, and facilitators; global conversations and media; and program development.
14. To allocate people per task force, with a maximum membership of two task forces per committee member
15. To meet within task forces on a bi-weekly basis in the months of February, March and April, and every one week in May and June, and to provide the Steering Committee with relevant action plans via the Steering Committee’s Google Group.
16. To propose a strategy and mechanisms for follow-up, in order to better link the Forum to other African youth- and development-oriented initiatives at the UN and throughout civil society.
17. To work closely with the Government of Kenya, OAYouth and partners to ensure the success of the Forum.
18. To carry out all other activities as required.

**Way of Work**

* Bi-weekly conference calls
* Regular emails via the Executive Committee Google group.

Members of the Steering Committee will be asked to take responsibility for overseeing the preparations at all levels. A Plan of Action including a timetable and designation of responsibilities will be agreed to ensure that all the necessary work is completed in good time to ensure the success of the meeting. Remuneration will not be offered as a matter of course to members of the Steering Committee.