

## **Global Call to Action against Poverty**

### **Children and Youth Task Force**

#### **Terms of Reference**

The Children and Youth Task Force (CYTF) is a task force initiated by children and youth organizations to mainstream children and youth participation and issues in GCAP. The CYTF reports to and is accountable to the GCAP Children and Youth Forum (CYF). The CYTF has 1 representative on the International Facilitation Team (IFT), and other GCAP Task Forces.

This paper lays out the ways of working of the CYF, CYTF and its members.

#### **The Children and Youth Forum**

The Children and Youth Forum is a forum for all national, regional and global GCAP coalitions and other organizations and citizens that are interested in the children and youth agenda, participation and mobilization. The Forum should always be informed and consulted on key plans and decisions. Involvement will continue to be organized through a list-serve ([childrenandyouth@whiteband.org](mailto:childrenandyouth@whiteband.org)) that allows information exchange on national and regional activities as well as information and consultation on the global co-ordination.

The CYF will take advantage of the Global Action Forum face-to-face meeting in Nairobi before/during the World Social Forum in January 2007 to meet and develop more specific strategies and plans for 2007.

Forum participants are expected to:

- Provide frequent feedback on issues arising from task forces and the IFT
- Mobilize people around children and youth issues
- Exchange information and share knowledge on planned actions and initiatives
- Guide the task force on its role and responsibilities
- Report back with best practices, success stories, pictures and media clips

#### ***CYTF Responsibilities***

Following the Beirut platform, which agreed to youth mainstreaming and making funding available to events that have youth components, the CYTF will 'walk the talk' through:

- Representation and communication between the various levels of GCAP and the task forces, and reporting back to the Children and Youth Forum
- Facilitating information exchanges and knowledge sharing on planned actions at the global, regional and national level
- Facilitating the appropriate mobilization and participation of children and young people around GCAP-issues and events
- Preparing templates of materials and resources to support regional and national coalitions with an emphasis of ensuring language balance
- Ensuring that issues affecting children and young people are monitored and evaluated against agreed

outcomes of the Beirut Declaration

### ***Composition***

The CYTF consists of representatives of children and youth-led and/or -involving organizations, with an emphasis on gender and regional balance, and balance between children and youth organizations.

### **Representative Responsibilities**

#### *Specific responsibilities of task force representatives*

- Represent the CYF in conference calls and face-to-face meetings
- Report back within one day to the CYF on key issues and decisions
- Communicate ideas, opinions, suggestions and requests from the CYF
- Take on tasks arising in the relevant task forces

#### *Specific responsibilities of regional representatives*

- Serve as regional focal points and communicate with national coalitions in their region
- Ensure communication is in languages relevant to the region
- Take on other tasks that might arise within the CYTF

#### *General Responsibilities of CYTF Members*

- **Allocation of Time:** Commit at least 6 hours per week to the work of the Task force. This is in addition to any other task the person may be undertaking in a GCAP capacity.
- **Attendance:** Take part in conference calls and respond promptly to email communications.

### **Ways of Working**

The CYTF will undertake its work mostly through email and, when necessary, conference calls.

### *Conference Calls*

When a conference call is deemed necessary, the E-communications task force representative member of the task force will contact CIVICUS to schedule date and time and provide CIVICUS with a list of confirmed participants and telephone numbers the day prior to the call. Members are expected to attend the conference calls and if unable to attend, appoint an alternate who can undertake the actions and communications on behalf of the official member.

### *E-lists*

Communication within the task force is coordinated through [youth@whiteband.org](mailto:youth@whiteband.org). The list is open only for members of the task force, and messages are non-moderated.

The CYF is consulted through [childrenandyouth@whiteband.org](mailto:childrenandyouth@whiteband.org). Task force members are required to report within one day on key plans and decisions from the CYTF and other task forces to the CYF and request feedback. The CYF list should also serve as a space for information exchanges and knowledge sharing, and a member of the task force should be tasked to facilitate this discussion. The list is open for membership, but will be moderated to only let through messages that are related to GCAP.

### *Reporting*

The CYTF will report back to the International Facilitation Team on its fortnightly conference call. One person who is on both the IFT and the Mobilisation Taskforce will be tasked with this responsibility. This need not be the chair of the CYTF. The CYTF will report back to the IFT the requests, opinions and suggestions arising from the CYTF and consultations with the Children and Youth Forum. The CYTF should appoint a representative to attend the IFT face-to-face meetings when they are planned.