



## YPARD Country Representative Terms of Reference

### Young Professionals for Agricultural Development (YPARD)

Young Professionals for Agricultural Development (YPARD) is a network composed of over 30 000 young professionals with 70 chapters (countries) across Africa, Asia, Europe and Latin America run by and for young professionals.

### Who is a YPARD Country Representative?

Each of our chapters has a national representative, or Country Representative, who provides local YPARD representation in the candidate's country of residence. This is a **voluntary (unpaid) position for 50 hours/year**, and the Representative is expected to remain in their post for two years.

### Benefits of becoming a YPARD Country Representative

If you're a young professional under the age of 35 that is active in the agricultural and food systems sector, who is seeking to network with other like minded young professionals and create a network in your region, you can become a YPARD Country Representative!

For you, this means:

- Opportunity to build your skills in leading a team, building engagement amongst members of a community, and practical project management- both through learning by doing, but also by benefiting from YPARD Standard Operating Procedures.
- Formal title as YPARD Country Representative to ease applications to funding/projects/events, with support from the YPARD Global Coordinating Unit (GCU)
- Ability to create your own initiatives on a local level, that will be amplified by the GCU to our other members, partners, and general audience.
- Access and participation opportunity in global and regional agri-food systems conventions and events (based on your overall engagement with YPARD activities).

## **The responsibilities of this post include:**

- To represent and be an ambassador for YPARD in the region;
- To make connections with relevant youth and food systems organizations in your region;
- Publicise YPARD in your region and create a local community in your country of residence;
- To provide updates on YPARD initiatives in your region and communicate these activities to the regional and global coordination units.
- Engage in fundraising for YPARD country office initiatives at national, regional or international level;
- Actively work on the local plan and management of activities by forming a local working group of active Young Professionals (YPs);
- Communicate regularly with the YPARD Regional office, including informing them of all local initiatives, so they can spread the word on your great work;
- Implement activities to address the declining interest in agriculture and food systems among young people;
- Depending on the interests of YPARDians in your country of residence you can engage in promoting agriculture in your local institutions.

## **Eligibility Criteria**

Any member of YPARD is eligible to become a country representative. Specifically, you should:

- Be under 35 years of age;
- Live in the country you wish to represent (you do not need to be a citizen of the country, simply a resident (short-term visa, long-term visa, etc.);
- Have a connection to agriculture and food activities through your profession or personal connections;
- Be interested in bringing young professionals in agriculture and food disciplines from your country, region and around the world together to exchange knowledge and experience;
- Have shown interest in the above through your past experiences;
- Have motivation to connect YPARD in your country with the YPARD communities regionally and internationally;
- Have the desire to forge friendships and professional relationships which will last a lifetime.

## **What sorts of activities might YPARD Country Representatives carry out?**

We value creativity and trust at YPARD! YPARD Country Chapters develop and implement their own work plans based on how they feel they can best serve their local community. At the same time, we want to make sure that Country Representatives can make the most out of their role, and that the GCU can adequately support them in their endeavors.

Hence we have just **three required commitments** from our Country Representatives. These are:

### ***1. Submitting a workplan***

We request all our Country Representatives to submit a workplan within two weeks of your start date.

This workplan should summarize some of the activities you plan to conduct in your local community as YPARD Country Representative, created in consultation with other YPARD members in your country (if applicable). If you want to be super meticulous, you can also include a timeline for the workplan and details on how you plan to implement it!

The workplan not only helps us understand how we can better support you, but also gives you a chance to elaborate on and develop all your brilliant ideas.

You can see an example of a workplan here.

### ***2. Regular catch-ups with your Regional Coordinator/GCU Comms Coordinator***

Communication is key at YPARD!

We want to make sure that there is an open line of exchange between Country Representatives, Regional Coordinators, and the GCU.

So we ask all Country Representatives to join a catch-up meeting every three months at the least.

Apart from the regular catch-ups, we are always available to have impromptu chats with you!

### ***3. Submission of articles on YPARD Country Activities***

One of the best things about being part of such a wide network at YPARD is the chance to showcase your local and country activities/projects.

To showcase your activities, both to get recognition for your hard work and to make others aware of your project, we encourage Country Representatives to send us an article with accompanying pictures. We expect **at least two article submissions** a year, but the more the merrier!

YPARD GCU will feature it on our website, social media, and in our newsletter, and you can use these links to promote your activities— including when applying for funding to take your work to the next level.

We are also starting a new initiative called **YPARD Country of the Month**- every month we will select an article on Country Representative activities to give it a special feature on our website, newsletter, presentations, and social media channels.

## **Want to take your engagements as a Country Representative to the next level?**

Besides three commitments mentioned above, the only limit to your engagement in YPARD is your creativity! In addition to interacting with the Regional and Global Coordinating Units of YPARD to pass on opportunities to YPARD members in your country, YPARD CRs often organize a variety of activities with their fellow members. We have listed a few of them below:

### ***YPARD Cafes (YPARD Country Meetings/Get togethers)***

YPARD Cafes are country meetings which can take many forms.

The main objective is to build a community between YPARD members in your country. They can be as simple as monthly meetings to **share food and drink together**, discussing and exchanging ideas and information on agricultural topics.

YPARD Cafes could be as formal as inviting a **speaker for a presentation and discussion** on a topic of interest. They could be as exploratory as a **field visit** to a local farmer, food production factory, research station, or anything else of interest. It could be as international as an [online international exchange discussion](#) between members of your country and another YPARD Country (imagine YPARD Ghana and Czech Republic discussing biodynamic production methods). Others host essay and [photo contests](#).

The best part about YPARD Cafes is that you get to decide what form it takes, and your imagination is the only limit!

### ***YPARD Community Solution Projects***

Have you seen a need in your local, national or regional community? You undoubtedly have, or you wouldn't be interested in YPARD! YPARD Community Solution Projects are the chance to address those needs.

Examples of YPARD community engagement projects have been small and large. For example, YPARD Peru puts on a program for climate-smart [agriculture for rural school children](#) each year; [YPARD DRC has started Tilapia fish production](#) as a pilot project to help local farmers access and improve aquaculture. Other YPARD chapters [collaborate with research centres like CIMMYT to provide recognition](#) for young agriculturalists.

YPARD chapters have also started initiatives for education in agribusiness, agricultural research, and practical farming practices, and are working with the YPARD GCU and their RC (Regional Coordinators) to apply for competitive funding to take their ideas to the next level.

### ***YPARD Country Policy Working Groups***

YPARD makes inputs to policy and decision-making at the national, continental, and global levels.

Are you interested in getting voices at the country level heard in your local or national governments, or even at international fora? Then you can organize YPARD Country Policy Working Groups to engage in national policy issues.

The YPARD GCU can coach your country chapter and connect you with YPARD Chapters who have been involved at the country level in the past.

The process is as simple as convening your members, discussing views on a particular topic, and putting them down on paper to use as your policy position. For example, notable among YPARD Africa's feats is [YPARD Kenya having been the main youth partner](#) in the design and launch of the National Youth Agribusiness Strategy 2017-2021.

At the international level, YPARD regularly gives input to international dialogues through mechanisms for youth involvement, such as YOUNGO (the youth mechanism to the UNFCCC COP processes), the [Civil Society Mechanism](#) (CSM) for the [Committee on World Food Security](#) (CFS), the World Forestry Congress, [UN Food Systems Summit](#), and others.

### ***YPARD Country Mailing List and Social Media Pages***

There is no YPARD without our members! Be sure to create a mailing list for your country members and log in (or create) Country level social media pages to keep up with members.

To make your work easier, we have created some templates and a Standard Operating Procedure to optimize your work and help put your most professional foot forward.

### ***Seeking a Host Organisation in your country***

Having an official host organization in your country can help YPARD in your country with a number of practical matters.

For instance, the host organization may be willing to let you use meeting rooms to convene YPARD members or even larger meetings, collaborate on key events together, provide institutional support if competitive funds are brought in for country-level projects (for example, they may be able to receive an institutional bank transfer).

If you are interested in approaching local organizations or institutions for these purposes, you can use [this cover letter to approach organizations](#). Be sure to contact the YPARD GCU if you find an interested organization. The GCU can assist you with the process, such as being involved in the communication process or signing a Memorandum of Understanding with the hosting organization.

## **Ready to become a YPARD Country Representative?**

Get in touch with our Communications and Membership Coordinator, Trisha Mandal, at [trisha.mandal@ypard.net](mailto:trisha.mandal@ypard.net) with your CV.