



# Call for Board Departments

We are happy to launch the call for applications for the new departments of EYP Switzerland for the term until the end of September 2014. In the next few pages, you will find detailed descriptions of the positions available and the changes coming to EYP Switzerland.

If you have any questions about the different positions, the application process, or anything else, don't hesitate to get in touch with Sophie, Nora, or anyone else from the board.

To apply, fill in the application form at <http://bit.ly/19ooA1R> by **23:59 on Sunday, the 3rd of Nov.**



# Dear Members,

As our organisation steadily grows and with so many enthusiastic, dedicated and competent people hoping to get more involved, we have spent the last few months carefully thinking about how to **give more people a chance to contribute to running and shaping our National Committee**.

In doing so, we had two main goals in mind. First of all, to improve and increase the work we do nationally. **In the last two years, EYP Switzerland has come along in leaps and bounds.** Our core events, the National Selection Conferences in Ticino, Aarau and Romanshorn have grown a day longer and included many new schools through strong organising teams, more funding and a general professionalisation. Through the Regional Sessions, the EYP experience has been opened up to more schools than ever, and the applications for the NSC have been steadily on the rise. This summer, EYP Switzerland took on our biggest project in years and hosted the 73rd International Session of the EYP. So what's next?

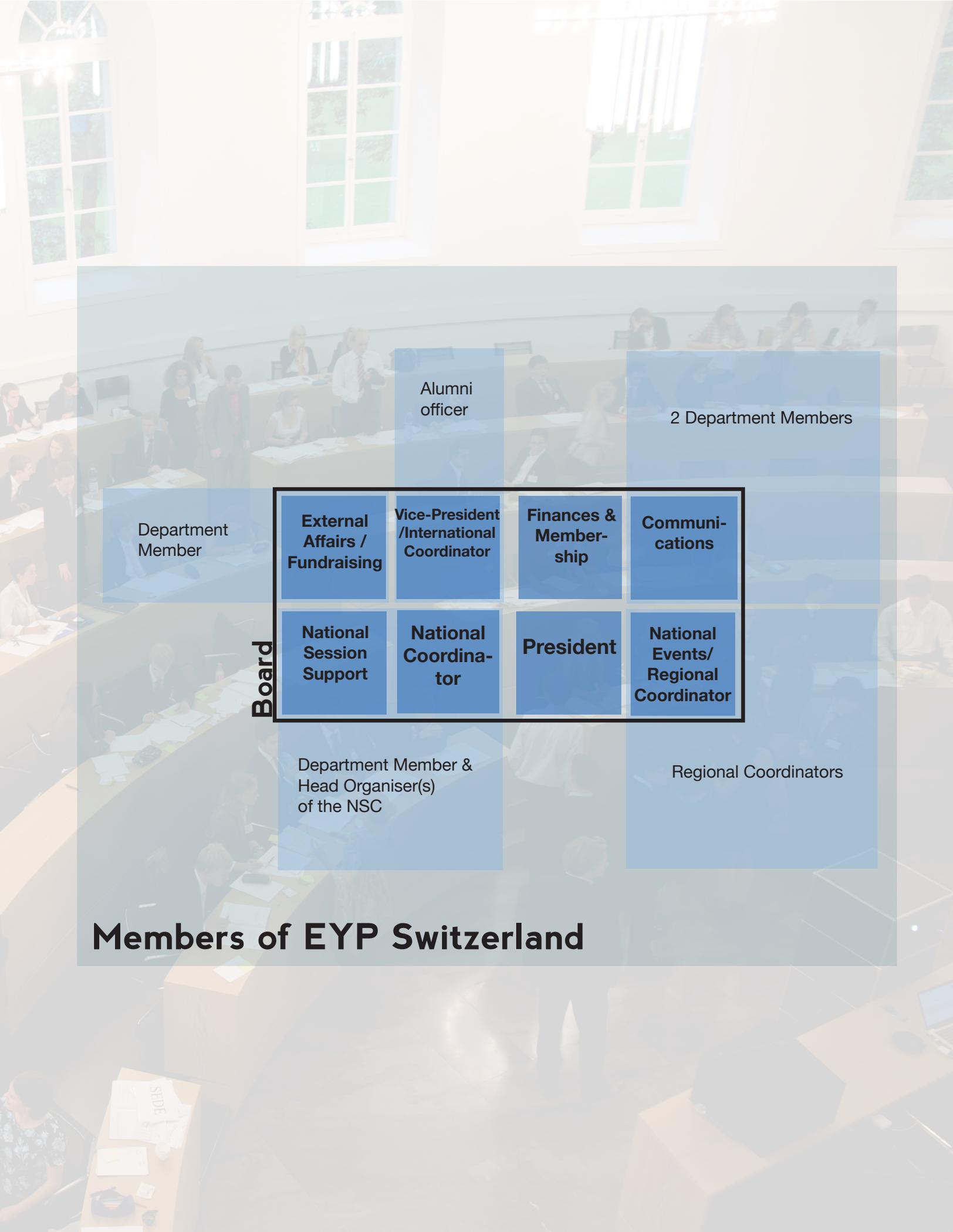
All those new projects would not have been possible if it weren't for the fact that in the last two years, **we've also seen a huge rise in the number of involved members**. Our second, but equally important goal, is to actively involve more members in the running of the NC. On the one hand, these new positions will enable us to do more, and on the other will provide an even stronger platform for you to shape your National Committee.

Several board portfolios will now be expanded to departments with additional department members. These people will work together with the board member in question on their portfolio, with the exact tasks depending on the position; from school recruitment, to alumni support, to communications. See the role descriptions for more detail!

To ensure continuity, the department members will hold their positions for the academic year, so from just after the NSC until just after the following one. There will be a call for applications and the elected board will select the departments.

**Looking forward to your applications!**

*Dominic, Cecilia, Julie, Konrad, Lukas, Nora, Sophie and Ueli.*



Alumni officer

2 Department Members

Department Member

**External Affairs / Fundraising**

**Vice-President /International Coordinator**

**Finances & Membership**

**Communications**

**Board**

**National Session Support**

**National Coordinator**

**President**

**National Events/ Regional Coordinator**

Department Member & Head Organiser(s) of the NSC

Regional Coordinators

# Members of EYP Switzerland



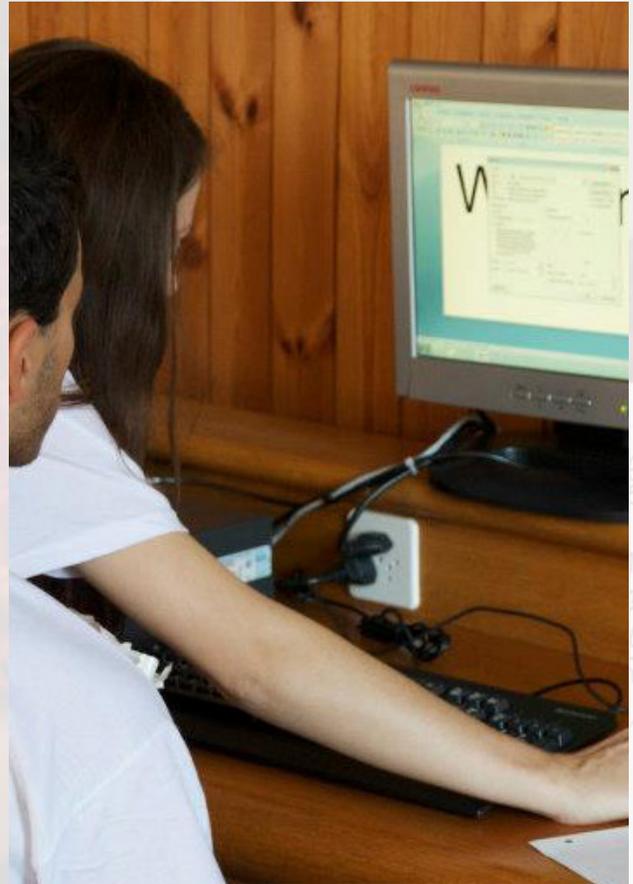
## Communications

Interested in photography, layouting and how to inform and engage both existing and potential members? Communications covers a wide variety of different tasks, some of which are regular and more administrative, but with a lot of scope for your ideas.

Together with the board member in for communications, the group will work on promotional material for EYP Switzerland, media presence, documenting our work and visual/technical aspects of communications from social media to the website to layouting of posters, flyers and brochures. Depending on your skills and areas of interest, the group will allocate tasks and areas of responsibility among themselves.

Possible tasks could be:

- Layouting of brochures, calls, flyers etc.
- Logos and corporate identity for projects.
- Maintaining the website.
- Media coverage of the Regional Sessions
- Updating EYP CH's picture database
- Creation of a promotional video
- Translating promotional material
- A new project like a newspaper, blog, or whatever takes your fancy!



## Alumni Officer

As a part of the International Affairs portfolio, the Alumni Officer is responsible for just that: Alumni. If you have experience in going to sessions abroad as an official and would like to support others as they do so, this is for you. The alumni officer is on the one hand the first port of call for any alumni with questions about sessions and going abroad, and on the other there's plenty of scope to actively encourage and support new alumni who are still finding their feet. As alumni officer, you could also get involved in organising the IS Prep and Going Abroad trainings.

## National Coordination

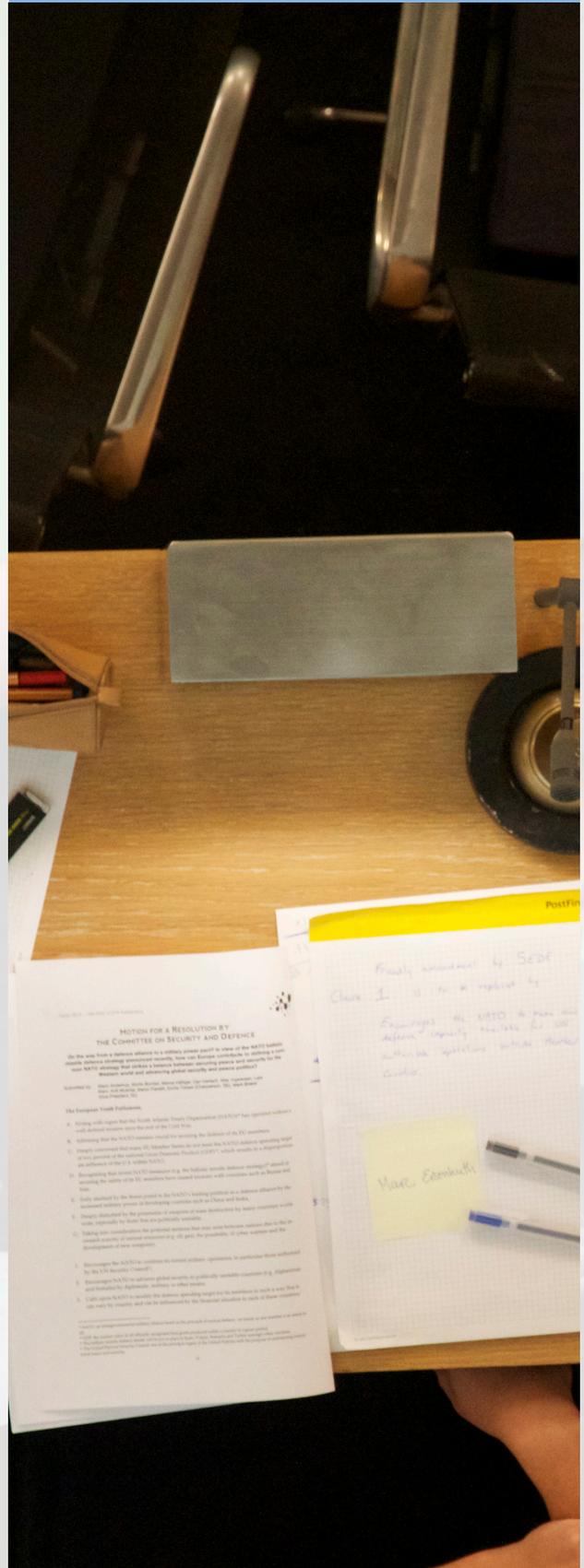
The National Coordinator on the board has a hugely important task in working with schools. The new department member and National Coordinator will work closely together and decide on areas the latter could help with, based on their interest and skills, including but not only:

- Promotion strategies and materials for EYP Switzerland in schools
- Coordinating pre-session information and academic preparation
- Writing letters and getting in touch with schools
- Following up with delegations after the NSC as they get ready to go abroad and liaising between organising committees abroad and our delegates.

## External Affairs/Fundraising

This is an opportunity for those interested in helping EYP Switzerland on a very practical and representative level.

With the board member for External Affairs, you'll help not only to look after our existing collaborations with other organisations with reports and organising fundraising data, but also work on networking and fundraising for both running the NC and our events. This is an area with huge space for your ideas and élan in strategy, networking, and a bit of creativity.





## Concept

Now that EYP CH has a large number of active alumni who are eager to get involved, we would like to create a regional structure in order to:

- **Allow more members to get involved** actively in EYP CH activities and planning the NC now that the IS is over, thereby also capturing the momentum of the IS.
- Strengthen **regional roots**, and keep people involved
- Improve **recruiting of new members** and schools with personal contacts and the help of our human resources.
- Facilitate **socialising** within the NC.

## Grouping

Each member of EYP CH is automatically also be a member of a Regional Group. Of course, the groups aren't homogenous in their geographic size or membership (with hubs like Basel or increasingly Fribourg), but the groups should have a large enough group of members to make it a **sustainable group effort** and not just one or two individuals. Of course, the groups could be changed in the future based on changes (hopefully expansion) of our reach and membership.

**Any members can apply to start their own regional group** if they think there would be scope for it. For the term until Autumn 2014, the proposed groups which we encourage applicants are

- Basel and the North-West
- Zurich and the East
- Bern-Fribourg-Oberland
- Geneva and French-speaking Switzerland

# Regional Groups

## Coordination

Each Regional Group will be run by **two Regional Coordinators**. They two people are responsible for planning events and coordinating the activities of their group, collecting new ideas and keeping in contact with the board of EYP CH. In addition, **they are the Head-organisers of the Regional Session** unless otherwise agreed with the board and their Regional Group.

## Activities

After their first meeting with the group, the Coordinators submit a plan for their events for the year. Depending on the event, EYP Switzerland may be able to subsidise them, but the plan should include:

- A regular (ideally monthly) meeting or Stammtisch. What form this takes is completely up to them: cooking together, going for drinks, going to see a podium discussion or public lecture, a tour of some interesting place etc.
- A plan for the Regional Session and dates, which should be checked with the local school calendar and the board of EYP CH.
- Any other larger event they'd like to have - which can of course also be open to other members of EYP CH.

