



THE ROYAL COMMONWEALTH SOCIETY
OF CANADA

Application Instructions for National Youth Delegates for Canada to the 11th Commonwealth Youth Forum

The Royal Commonwealth Society of Canada (RCS Canada) invites you to submit your application to attend the 11th Commonwealth Youth Forum (CYF) as one of two accredited Canadian delegates. The Forum will take place in London, United Kingdom, from April 16-18, 2018. If you are between the ages of 18 and 29 and have experience in youth advocacy and development, apply today!

The host, the United Kingdom Government, will cover in-country costs of the Forum, including:

- Reimbursement for travel from London arrival airports to central London
- Shared hostel-style accommodation in zone 1 Central London for 5 nights, arriving Saturday, April 14 and departing Thursday, April 19
- Transport costs within London zones 1-2 for official travel as demanded by CYF programme
- Conference catering for the duration of the official CYF programme

It is the responsibility of individuals to make their own arrangements for visas, any international travel, travel insurance and other expenses not covered by the UK Government. *Partial or full travel bursaries may be available for selected applicants to apply for through RCS Canada through a separate process. Please contact info@rcs.ca for more information.*

Note that there is no direct remuneration for successful applicants for the duration of their term; it is a voluntary position.

We are looking for two youth leaders (gender balanced) to play an integral role in the CYF. Both young leaders will be accredited by the Youth Secretariat – Privy Council Office. The accredited delegates will have full voting rights and be able to speak on behalf of Canadian youth in all sessions, including during the voting of the final outcome document. RCS Canada is spearheading the delegate selection process on behalf of the Youth Secretariat – Privy Council Office.

Successful applicants will attend the CYF and all its activities as National Delegates for Canada AND continue afterwards in Canada to serve as Canadian National Youth Delegates on the Commonwealth Youth Council General Assembly for a term of two years (2018-2020). Successful applicants will receive mentorship from the outgoing National Youth Delegates to help transition into their roles.



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SELECTION CRITERIA

Successful applicants must:

1. Be a Canadian citizen or permanent resident with current (2018) principle residence being in Canada and expected residence to be in Canada from 2018 to 2020;
2. Be aged between 18 and 29 years of age inclusive, at the time of the forum (April 2018);
3. Be able to communicate effectively - both verbally and in writing - in the English language;
4. Be available and medically fit to travel to London and participate fully in all sessions of the Youth Forum between April 15-18, 2018 [arriving on Sunday, April 15 and departing on Thursday, April 19] – a valid passport is required at time of application until the end of travel time required for the Forum;
5. Be a recognised member of a National Youth Council or other recognised national youth body (such as a national non-profit organization); consideration will also be given to applicants who demonstrate access to various youth networks that span all corners of the country;
6. Upon return from the Commonwealth Youth Forum (CYF), submit a report on their experiences to RCS Canada, its Branches, and the Government of Canada on their experiences at the CYF.

Delegates should also be able to demonstrate:

7. Active engagement in the youth development sector through community projects or outreach work;
8. An interest in global and Commonwealth issues, including through collaboration with other young people across the Commonwealth;
9. A commitment to work with the Government of Canada, RCS Canada and its Branches, and other youth networks, youth leaders, and youth serving organisations – to consult as part of preparatory work leading up to the forum and to help share the conclusions and youth-led actions after the event. Having additional access to youth networks in Canada beyond the listed above is an asset;
10. A dedication to strengthening links between young people of the Commonwealth, including through the successful continuation of the Commonwealth Youth Council (CYC) and a commitment to contributing to promoting the projects and initiatives of the CYC in Canada for the duration of their two-year term, taking on additional roles/responsibilities as appropriate.



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HOW TO APPLY

Submit your application directly to: applycyfcanada@rcs.ca
Subject line: CYF Applicant FirstName LastName

As part of their application package, applicants must submit:

- A short statement in your email submission affirming you fulfill items 1 through 5 of the selection criteria list;
- A one-page expression of interest letter outlining your motivation for participating in the CYF, how your past experiences make you a good candidate to participate in the Forum, and how your work as a youth leader will contribute to implementing the outcomes of the CYF;
- An up to date CV (maximum two pages);
- A clear, high resolution head shot in JPEG or PDF.

DEADLINE

The deadline for submitting your application is **11:59 pm EST on Sunday February 4th, 2018. Late applications will not be considered.**

You will receive acknowledgement of receipt of your application by two business days after submission to the designated email address.

Successful applicants will be contacted by two weeks after the application deadline.

Send your completed application or any questions to: applycyfcanada@rcs.ca

We look forward to receiving your application!
The Royal Commonwealth Society of Canada

