World YWCA Young Women Leadership Cohort Programme 2020
Host Association Terms of Reference

General Information & Programme Objectives

The World YWCA Young Women Leadership Cohort Programme 2020 provides an opportunity for two or more young women from the YWCA movement to experience the international community-building, work and reach of the World YWCA. Due to the COVID-19 pandemic, the design of the World YWCA Young Women Leadership Cohort 2020 has been adapted to occur at World YWCA member associations where travel within country is possible and wherein a YWCA member association (local or national; also called a “host association”) has the capacity to support a leadership cohort member (also called an “intern”).

The cohort programme will take place from approximately September 1 to December 15, 2020, beginning and ending remotely (not in Geneva, Switzerland) in the interns’ host association country (or another country, as applicable) with travel to Geneva, Switzerland, as permitted by and reasonable given travel and pandemic related restrictions.

After introductory remote orientation completed by the World YWCA Office, the intern will continue to virtually participate in a World YWCA led leadership cohort, and also complete an in-situ internship with the host association. As possible and reasonable, interns will be invited to come to Geneva or potentially another location outside of the host association country, for: trainings or work experience, meetings with other cohort members or World YWCA leaders; or, to attend global engagement and event opportunities with international civil society organisations, the United Nations and other global stakeholders and partners.

The leadership programme is designed to allow the interns to develop their skills and knowledge on leadership, advocacy on global, regional and national levels, movement-building, strategic communications, good governance and accountability, and advocacy. It is also meant to enable them to develop expertise on global issues particularly in the World YWCA thematic areas of young women’s leadership, sexual and reproductive health and rights, and peace with justice. In addition, the leadership cohort programme is designed in relation to the collective YWCA Goal 2035 (and theory of change), as well as the World YWCA 2020-2023 Strategic Framework. The selected young women leaders will learn about the overarching aims and implications of Goal 2035 and will be invited to contribute to and co-lead work related to the Goal and strategic framework, as well as work of the host association.

As part of the cohort programme, dedicated mentoring, coordination and guidance will be provided using an intergenerational, shared and collaborative leadership, grounded in the human-rights based approach of the World YWCA. Host associations will work collaboratively with World YWCA Office to ensure a constructive, rich, exploratory and dignified experience that includes strategic, tactical and task oriented experience, complemented by clearly defined leadership opportunities and exposure opportunities to increase the knowledge of and engagement with the World YWCA movement.
Host Association Criteria

Host associations must have the following criteria:

- Must be actively involved in World YWCA movement, including in consistent mutual communication with the World YWCA.
- Must be fully committed to the leadership of young women, including identifying young women as leaders now, not relegated to being a “future” leader.
- Must have adequate human resources to support an intern during their leadership cohort, including intermittent communication with World YWCA.
- Must be available to actively engage with the intern from approximately September 1 to December 15, 2020.
- Must be willing to sign an agreement with World YWCA, outlining roles and responsibilities.
- Must formally agree to work within key World YWCA policies such as the World YWCA Standards of Good Management and Accountability, Code of Conduct, Sexual Harassment Exploitation and Abuse at Work Prevention and Response Policy, Transgender Inclusion Policy, etc.

How to Indicate Interest

To indicate interest in serving as a host association and to state the willingness of a YWCA association to host an intern, association leaders (staff and volunteer executive) shall provide a letter to the candidate, for inclusion in their submission, which indicates interest and confirms that the criteria required of a host association can be met. The host association is asked to also outline what strategies, tactics or tasks – and what leadership opportunities – the intern will have with the host association.

The deadline to apply to the World YWCA Young Women Leadership Cohort Programme 2020 is Monday, August 24, 2020; 11:59 PM (Geneva time).

Applicants and the endorsing, potential host association will be informed within two weeks after this deadline. Due to the high amount of applications received, only candidates shortlisted will be contacted.

Expense Provisions and Benefits

Interns must possess a valid passport and visa related expenses will be reimbursed. The World YWCA will cover the most economical and direct route airfare for all travels within the programme or other pre-approved and required expenses.

The World YWCA is responsible, as warranted, for expenses incurred for accommodation, basic food and ad-hoc expenses, trainings, transport in the host country, as well as in Geneva, if travel is possible and reasonable. Interns will also be paid a modest stipend.
**Host Association**

Host associations will receive a modest payment to cover administrative expenses associated with serving as a host association for the leadership programme. Other reasonable and directly related expenses may be considered.

The World YWCA Young Women Leadership Cohort Programme 2020 is supported by the YWCA World Service Council, as a long-standing YWCA partner for young women's leadership.

*Geneva, July 2020*