

Youth Committee Guidelines 2025-2027

Background Purpose

The Youth Committee (YC) of CCIVS has been established as a key mechanism to strengthen youth participation and leadership within the organisation. It provides a structured space for young people to gain experience in the governance of an international network, build their leadership and advocacy skills, and take on active roles in representation, policy input, and programming.

In practice, the “youth dimension” of CCIVS means more than participation, it means youth leadership, influence, and ownership. Through the Youth Committee, young people are given the possibility to:

- Lead and join initiatives, campaigns, and Working Teams, shaping the direction of CCIVS activities.
- Bring a youth perspective into decision-making, projects, and policies, ensuring they reflect the realities and priorities of youth.
- Provide structured input and feedback on the implementation of CCIVS strategies and action plans.
- Co-design and evaluate CCIVS projects and programmes to ensure they are inclusive, innovative, and youth-driven.
- Represent youth interests at internal and external events, including advocacy spaces with UNESCO, the UN, and European institutions.
- Act as a reference point for young people who wish to engage in international voluntary service (IVS), supporting peer-to-peer learning.
- Prepare for leadership roles, including potential integration into CCIVS’s Executive Committee or other governance structures.

While International Voluntary Service (IVS) is not exclusive to youth, a significant portion of its programmes, projects and initiatives are designed for or focused on young people. Developing policies and strategies without including the voices, priorities and lived experiences of youth means missing a crucial opportunity to ensure IVS is truly inclusive, relevant and transformative.

The YC ensures that young people have their own dedicated space within CCIVS – a space to share, discuss, learn, and also to communicate and advocate for their priorities. From this platform, youth can co-shape CCIVS policies and action plans, while advancing a youth-led vision of IVS.

The peer-to-peer dynamic “youth speaking to and for youth” is essential for building genuine and empowering forms of representation. The YC also acts as a bridge between CCIVS, its member organisations, and young people, enabling CCIVS to seize

youth-related opportunities in a way that aligns with its mission and vision. In this way, the YC not only enriches the internal structure of CCIVS but also reinforces its commitment to a truly inclusive, diverse, and future-oriented vision of volunteering.

The Youth Committee supports the CCIVS Executive Committee and Secretariat by developing the youth dimension and implementing the CCIVS strategic plan, adopted by the General Assembly in 2021. Although CCIVS's main role is to support IVS organisations and advocate for IVS globally, it is equally important that CCIVS can directly communicate with young people, allowing them to express their needs and/or advocate for the role of young people in relation to volunteering. As the principal participants in IVS activities, young people should represent and advocate for themselves within CCIVS. An organisation working for a better future with and for youth, but lacking a dedicated youth body, risks overlooking essential perspectives and realities.

When CCIVS participates in youth-focused events and platforms, young people themselves should take the floor. For this reason, it is essential to provide a space where young people can offer direct input, learn to advocate for IVS, take on youth-related advocacy work on global platforms, and help shape CCIVS policies from their own perspective.

Purpose and Vision

Purpose of the Youth Committee

The Youth Committee exists to empower young people to actively shape the International Voluntary Service (IVS) movement and ensure their perspectives guide the values and goals of CCIVS. It serves as a platform for youth leadership, advocacy, and co-creation, providing direct opportunities for young people to influence CCIVS's strategies, policies, and projects.

The YC specifically aims to:

- Promote meaningful youth participation and leadership in voluntary service and global solidarity.
- Integrate youth perspectives into CCIVS decision-making and programming. Foster advocacy and awareness, connecting local youth experiences to global platforms.
- Advance the UN SDGs, particularly those linked to youth empowerment, education, gender equality, climate action, and inclusion.
- Strengthen the visibility and voice of youth across the international voluntary service movement.

Vision of the Youth Committee

The YC envisions a global community of young people actively engaged in creating positive social change through voluntary service, contributing to climate justice, social inclusion, and intercultural dialogue.

Our mission is to support and inspire youth-led initiatives and to build lasting partnerships that drive impactful change at local, national, and global levels.

We aspire to be a driving force for systemic change in the field of international voluntary service. For us, systemic change means:

- Increasing youth leadership in governance, ensuring young people hold decision-making roles within CCIVS and the wider IVS movement.
- Redistributing resources and opportunities, so youth, especially from underrepresented regions or groups can fully participate in volunteering and advocacy.
- Shaping policies and strategies to be more inclusive, decolonial, and youth-driven.

Embedding youth perspectives into all levels of planning, implementation, and evaluation within IVS.

Our long-term vision also includes greater intergenerational collaboration, interregional solidarity, and the integration of decolonial practices, ensuring that youth are recognised not only as participants but as equal stakeholders and agents of transformation.

Objectives of the CCIVS Youth Committee

The objectives of the Youth Committee are grounded in the conviction that young people are powerful change-makers, and that their active participation is essential for building a more just, inclusive, and sustainable world. In collaboration with CCIVS EC and Secretariat, we are committed to achieving the following objectives:

- Represent the diversity of youth within the internal structure of CCIVS and in external spaces, by bringing youth-related issues to the forefront of the agenda by ensuring representation of different regions, genders, and backgrounds in all YC actions and at external events.
- Contribute actively to CCIVS's internal agenda, by engaging in decision-making processes and creating a continuous dialogue between the needs of CCIVS members and the voices of young people. YC does not hold formal voting power, it plays an active role in co-developing proposals and ensuring youth perspectives are reflected in CCIVS strategic discussions and decisions.
- Strengthen local, national and international networks, by fostering collaboration among IVS organisations, youth platforms, and multi-stakeholder actors committed to the values of volunteering, solidarity, and social justice.

- Promote and share the mission and vision of CCIVS, through youth-led advocacy and awareness-raising actions on a global scale by amplifying youth voices and highlighting the impact of IVS.
- Integrate the youth perspective in the development of global strategies, networks, and projects, ensuring that the values of CCIVS are upheld through an inclusive and youth-driven lens, contributing to the design, implementation, and evaluation of initiatives.

These objectives aim to ensure that the CCIVS Youth Committee becomes an active space for youth participation, growth, and representation – integrating their visions, proposals, and energy into the organisation’s policies and activities.

Strategic Goals and Alignment with CCIVS, EU, and UNESCO

Alignment with CCIVS

The YC’s strategic goals are fully aligned with the mission and vision of CCIVS placing youth leadership, inclusivity, and sustainability at the centre of our work. We contribute to CCIVS by:

- Integrating youth perspectives into the implementation of the CCIVS Plan of Action (POA) and Strategic Plan.
- Supporting CCIVS advocacy efforts, ensuring youth voices are represented in global and regional platforms.
- Amplifying the voices of marginalised groups through youth-led initiatives that foster intercultural understanding, solidarity, and peacebuilding.
- Strengthening non-formal education and youth-driven approaches as core values of volunteering.

Engagement with the EU and UNESCO

The YC aligns with the EU and UNESCO priorities by:

- Actively contributing to the UN Sustainable Development Goals (SDGs), especially in areas such as quality education, gender equality, reduced inequalities, youth empowerment, and climate action.
- Promoting inclusive, rights-based, and youth-centered approaches, in line with UNESCO’s frameworks for education and global citizenship.
- Creating cross-cultural learning opportunities, connecting grassroots youth experiences with global advocacy and policy dialogues.
- Engaging with European and international institutions to influence youth policies, advocate for IVS, and build meaningful partnerships.

Collaboration with External Parties

Collaborate with other Youth Committees

Collaboration with other Youth Committees is a vital part of the YC's purpose and vision. By working closely with peer youth committees, we can share experiences, best practices, and resources to strengthen our collective voice and influence. This cooperation enables us to coordinate youth-led initiatives, foster leadership development, and create platforms for young people to engage meaningfully in decision-making processes. Through joint efforts, we aim to enhance youth participation and advocacy on issues that matter most to young people, ensuring our work is aligned and complementary across different networks and regions.

Collaborate with other External Organisations

Partnering with external organisations is essential to broaden the YC's impact and reach. By establishing strategic relationships with NGOs, educational institutions, and other relevant bodies, we seek to co-create programmes that promote voluntary service, social inclusion, and sustainable development. These collaborations allow us to access new resources, expertise, and opportunities for cross-cultural exchange, enriching the experiences of young people involved. Working alongside diverse organisations also helps to amplify youth voices in wider societal and policy discussions, ensuring alignment with the goals of CCIVS, the EU, and UNESCO.

Youth Engagement

Involving young people in leadership is fundamental to the YC's mission and long-term impact. We are committed to creating intentional pathways for youth to take on meaningful leadership roles, not only within the Committee, but also in shaping the direction of our programmes and advocacy work. This includes providing structured training, mentoring, and opportunities for skill development, as well as ensuring that young people are actively involved in decision-making from the outset. By giving youth real responsibility and a voice in strategic planning, we foster a sense of ownership, motivation, and commitment, which leads to more innovative and relevant outcomes. Our approach also values inclusivity, ensuring that leadership opportunities are accessible to a diverse range of young people and that their perspectives are central to all levels of governance and project delivery.

We champion intergenerational dialogue and equity in leadership structures, recognising the importance of youth not only as beneficiaries but also as co-creators, facilitators, and evaluators.

Core Values of the Youth Committee

The Youth Committee grounds its actions in the core values of:

- Solidarity – Promoting unity, peace, and justice across borders through voluntary service.
- Participation – Ensuring youth have real power in shaping decisions and priorities.
- Inclusion – Championing the involvement of youth from marginalised, underrepresented, and diverse backgrounds.
- Equity – Striving to dismantle barriers rooted in systemic inequalities, colonial legacies, and socioeconomic exclusion.
- Sustainability – Advocating for environmental, social, and economic practices that serve present and future generations.
- Non-formal education – Valuing learning through experience, action, and reflection as essential for empowerment and transformation.

Role of the Youth Committee within CCIVS Governance

The Youth Committee plays a consultative and representative role within the structure of CCIVS. It contributes to shaping policies, projects, and advocacy priorities from a youth perspective, while supporting the Secretariat and Executive Committee.

Advisory Functions

The YC provides structured recommendations, opinions, and feedback on CCIVS policies, advocacy priorities, and programmes. These recommendations inform decision-making by the Executive Committee and Secretariat, but are not binding unless formally adopted by these bodies.

Co-creation

YC members actively contribute to the design and implementation of youth-related initiatives, campaigns, and Working Teams. In these areas, the YC has a direct influence on shaping content, strategies, and youth-focused actions.

Representation

The YC represents youth perspectives in CCIVS governance spaces, Working Teams, and external events. It ensures a direct link between local youth initiatives and global advocacy platforms, such as the UN, UNESCO, and EU.

Support to the Plan of Action (POA)

The YC supports the implementation and monitoring of the CCIVS Plan of Action through youth-led contributions, aligning its work with CCIVS strategic priorities.

Boundaries of Responsibility

Final decisions on organisational policies, budgets, and governance matters rest with the Executive Committee and General Assembly.

The YC's influence is advisory and co-creative, ensuring youth priorities are considered and integrated, while respecting the overall governance structure of CCIVS.

Role of CCIVS Youth Action Officer in relation to Youth Committee

The Youth Action Officer (YAO) plays a coordination, support, and advisory role in relation to the Youth Committee, ensuring alignment with the CCIVS Plan of Action (POA) and Strategic Plan priorities. While the YAO may contribute input to day-to-day decision-making processes related to the Youth Committee's functioning (e.g. meeting agendas, reporting, coordination matters), the YAO is not charged with evaluating but is charged with collecting evaluations, and does not hold decision-making authority over the Youth Committee. Final decisions in such cases rest with the CCIVS Director, in consultation with the Executive Committee.

When the YAO Speaks on Behalf of the YC

- The YAO may represent or speak on behalf of the Youth Committee only when explicitly delegated to do so by the YC, such as when members are unable to attend a meeting or event.
- In all such cases, the YC must approve the key messages or positions in advance, ensuring the YAO accurately represents their perspectives.
- The YAO reports back to the YC after any representation to maintain transparency.

Responsibilities of the YAO

1. Support in organising meetings
 - Coordinate the logistics and ensure that the current priorities are included in the agenda of meeting and being discussed;
 - Provide administrative and technical support during meetings as needed;
 - Facilitate meetings related to the Youth Committee whenever it's necessary.
2. Ensure Submission of Youth Committee Reports
 - Oversee the preparation and timely submission of a comprehensive Youth Committee report every six months;
 - Ensure the report reflects the Youth Committee's activities, outcomes,

challenges, and contributions;

- Submit reports to the CCIVS Director and the Executive Committee for review and record.

3. Support in Dissemination and Visibility

- Assist the Youth Committee in the creation and promotion of their initiatives through CCIVS social media channels and platforms;
- Ensure all communication and dissemination efforts are implemented in alignment with the CCIVS POA, branding, and communication strategy.

4. Monitoring and Strategic Alignment

- Collect evaluations and feedback related to YC activities (e.g., engagement metrics, partner feedback), ensuring data is accurately compiled and shared;
- The YAO does not evaluate the YC directly but facilitates the collection of input for assessment by the CCIVS Secretariat and Executive Committee;
- As part of their coordination role, the YAO is responsible for providing regular feedback to the YC to support learning, identify challenges, and ensure strategic alignment.
- The YAO also shares observations and recommendations with the Secretariat and EC to strengthen the connection between the YC's activities and CCIVS priorities.
- Act as a liaison between the Youth Committee, the CCIVS Secretariat and Executive Committee, facilitating mutual understanding and collaboration.

5. Representation in External Activities

- Representation of CCIVS at youth-related meetings, conferences, or forums where their participation is aligned with the organisation's strategic priorities;
- Representation of CCIVS at youth-related meetings, conferences, or forums where their participation is aligned with the organisation's strategic priorities and where their expertise, coordination role, or organisational perspective is most relevant. The YAO is expected to consult with the CCIVS Director to determine key messages or strategic priorities for each event and to ensure consistency with CCIVS positions;
- After each event, the YAO must report back to the Director and assigned Executive Committee member to ensure transparency, knowledge-sharing, and follow-up.

6. Capacity Building and Advisory Support

- Offer ongoing guidance and resources to empower the Youth Committee in their roles;
- Support onboarding of new Youth Committee members to ensure continuity and clarity of roles.

Structure and Application

The Youth Committee will adopt a more flexible and inclusive structure. Instead of limiting the number of members, the YC will be organised into a maximum of six Working Teams (WTs) to begin with, each focusing on a specific theme or area of action. Each WT will have autonomy to organise and coordinate its internal activities, hold regular meetings, establish communication channels, define working styles, and create peer feedback systems. This structure ensures flexibility across time zones, capacities, and dynamics, amplifying shared leadership.

The number and topic (of the WT) will be defined in order of the needs of the CCIVS Strategic Plan & PoA, and objective of the YC. WT topics will reflect youth interests and priorities, encouraging participation without overburdening members. The structure will support motivation, growth, and long-term commitment. The WT will need a minimum of 2–3 members and a maximum of 10.

Representation and Coordination

All Working Teams remain connected under the YC framework. Each WG will select at least one representative to attend the annual physical meeting (YC Rep Meet), ensuring equal representation and communication across groups. The YC Rep Meet works as a coordination of all the Working Teams, guaranteeing a smooth communication between the WG, EC, Secretariat and members.

Decision-Making and Training Participation

Participation in external training or events will be determined collectively based on priorities, budget, and thematic relevance.

Application

The first generation of the YC will define the initial Working Teams and outline focus areas, establish operational guidelines, and coordinate new member selection. Members wishing to extend their mandate must reapply through the selection process.

The application will not have a fixed deadline, thus ensuring a continuous and smooth flow of active participation. The application will only close when the group reaches its maximum capacity.

Selection Criteria:

- Be aged between 18–30 during the admission;
- Be nominated with a support letter by a CCIVS full (paid) member organisation/ network;
- Be engaged with their nominating organisation;

- Creating a gender and region-balanced team;
- Holding a working level of English;
- Be available to serve a full two-year mandate, spanning the period between two CCIVS General Assemblies;
- Being aware of the context and main issues of their country and understanding the youth's needs and concerns.

The Role of the Youth Committee

- Contributing to the inclusion of a youth dimension in the CCIVS organisational structures and programmes by formulating opinions and proposals on general or specific questions in relation to internal structure and integrated into the decision-making process, advocacy, communication or campaigns;
- Each member of the Youth Committee should be involved, where relevant and where possible, in at least one CCIVS project, campaign or working group;
- All CCIVS projects and campaigns should, where relevant and where possible, involve a representative of the Youth Committee to ensure that projects address the specific needs and interests of youth involved in IVS;
- Formulating opinions and proposals concerning the CCIVS priorities and projects;
- Creating biannual recommendations for the General Assembly through a participatory process led by youth with youth. These recommendations will be concrete and realistic around topics tackled by CCIVS and will result in concrete actions involving youth within the CCIVS network. Before the recommendation is presented to the GA, a member of the EC will help the YC finalise the recommendations and adjust them to CCIVS competencies;
- Promoting CCIVS values and take on youth-led advocacy work through a local community, within the CCIVS member organisation the Youth Committee members are affiliated with, or in any relevant external event;
- Proposing and participating in projects that promote youth engagement for solidarity and social justice;
- Working on the steps through the Plan of Action to maintain a multi stakeholder group for youth advocacy;
- The members who finish the period of service will be categorised as alumni, with the opportunity to transfer knowledge and become the advisor to the new Youth Committee members.

Monitoring & Evaluation

- The Youth Committee members are obligated to fill in the Engagement Metrics form that will be shared in the beginning of the mandate, which will be a tool as an internal evaluation every trimester. The evaluation will be managed and coordinated by the Youth Action officer.
- The data from the Engagement Metrics will be reviewed by the Director of CCIVS, Executive Committee and Youth Action Officer to improve the work of the Youth Committee and for support purposes.
- The Youth Committee has to create a report and submit it to the Youth Action

Officer who will submit it to the CCIVS Director and Executive Committee in time for the EC 1 and EC 2 meetings every year (first and third trimester).

- The Youth Committee should also submit a detailed report of their two-year mandate in time for the CCIVS GA and be prepared to present the report in the GA.
- The Youth Action Officer will be charged to monitor the work of the Youth Committee.
- The EC referent to the Youth Committee will provide any support.
- The Youth Committee Guidelines will be reviewed and submitted for update by July or August prior to a CCIVS GA and will be voted upon where needed during the CCIVS GA.
- The CCIVS Director in consultation with the YAO and the Executive Committee will be responsible for enforcing the policies set out in these Guidelines. A monitoring and evaluation system will be established to track the impact and effectiveness of CCIVS Youth Committee Guidelines.
- An annual evaluation form will be sent out to Youth Committee members to collect structured feedback on the Youth Committee's functioning, communication, and impact. This feedback will be reviewed by the CCIVS Secretariat and Executive Committee to identify areas for improvement and strengthen the members' engagement.

Financial Subsidy

CCIVS may offer financial grants to Youth Committee members who face economic difficulties in participating in in-person or online activities and events (this can include support for young people who face high data costs and unstable connections).

- YC members will have a clear, budget line that they will manage internally.
- The Youth Committee may seek sponsorships from external organisations or institutions which are aligned with the CCIVS and IVS values to increase the resources available to support member participation on agreement of the CCIVS EC.

Conclusion

With the following Youth Committee Guidelines we want to highlight the importance of listening, representing and respecting the diverse voices of youth within the CCIVS structure and within the IVS movement. These Guidelines build upon the needs within CCIVS governance to enhance the intergenerational work in the IVS movement. Very much concerned about the lack of youth involvement in IVS management positions or on the elected boards and participation in the development of CCIVS projects, the CCIVS Youth Committee makes a proposal on how to promote a more inclusive IVS movement for all.

Establishing that this Youth Committee works horizontally, transversally, honestly and representatively on all topics, projects and activities that it is part of, advocating for

our future: the future of youth. Noting that CCIVS Secretariat and Executive Committee will provide special attention to the feedback, comments and/or suggestions that this Youth Committee will give.

The commitment of the members of the Youth Committee is to represent and advocate for the rights, values and concerns of youth and bring the youth perspective inside CCIVS, whether in decision-making, providing new opportunities, or being part of various projects/activities of CCIVS. With the hope that in the future it will be the youth themselves who lead, in a participatory way, the IVS movement with the objective of transforming to a more just, honest, diverse and equal reality.