



## UNITED NATIONS DEVELOPMENT PROGRAMME

### PROJECT DOCUMENT

### COUNTRY: REGIONAL

**Project Title: YOUTH INNOVATION (YOUTH-IN): A Caribbean Network for Youth Development**

#### UNDAF Outcome:

- Enhanced quality of life and security of children, adolescents and youth through strengthened multi-sectoral and human rights based approaches in education, governance, health and social services

#### Expected RPD Outcome(s)

- Information, Communications and Technology (ICT) platforms promoted and established to strengthen, coordinate and develop existing and new innovative youth networks that address Caribbean and Global development agendas
- Strengthened participatory governance and youth change agent capacities, with enhanced civic, decision making and leadership skills.
- Communication tools identified and implemented to showcase youth capabilities, assets and support of strengthened youth planning and development inputs specifically in culture, sports and media initiatives
- Spaces established for emerging cultural and environment based industries, training in micro-credit related services to support youth entrepreneurial initiatives, within the framework of regional and national economic diversification strategies

#### Expected RPD Output(s)

- Youth Portal Development to support and reflect youth capabilities, programmes and assets
- Strengthened youth planning and participation in policy development, building on existing CARICOM Commission on Youth Development (CCYD) data analysis, action and operational research programme components
- Co-funded environmental conservation business projects and new eco-sustainable enterprises, within the frameworks of the Global Environmental Facility (GEF) Focal Areas and GEF/Small Grants Programme (SGP)
- Development of livelihoods strategies and action plans that promote youth engagement in culture, community sports for social change, media and communications industries
- Advocacy and mainstreaming of volunteerism involving adolescents, youth, sports, cultural and service associations to enhance partnership development support, Small Island Developing States (SIDS) advocacy and awareness within global governance agendas
- Youth mentoring programmes replicated throughout Caribbean SIDS to strengthen the promotion of peace, conflict resolution, citizen security and crime prevention networks and civic contributions, in support of the 2010 IYY theme 'Dialogue and Mutual Understanding'
- Establishment of a Caribbean Youth Think-Tank to support regional policy formulation, implementation and programme development with youth inputs and decision-making that enhance the promotion of Small Island Developing States (SIDS) sustainable development through the achievement of the internationally agreed development goals such as Millennium Development Goals (MDGs); 1992 United Nations Framework Convention on Climate Change (UNFCCC) and its Kyoto Protocol

**Executing Agency:** United Nations Development Programme (UNDP) Barbados and OECS Subregional Office

**Implementing Partners:** CARICOM Secretariat, OECS Secretariat, Regional, National Youth Development and Civil Society Organizations, Ministries of Youth, and the University of the West Indies

**Brief Description:** with the youth populations of the CARICOM states consisting of at least sixty per cent of the population of CARICOM States; Caribbean Community (CARICOM) Heads of Government identified youth as invaluable partners in development. The Youth-IN Project, takes account the 2010 Caribbean Commission for Youth Development (CCYD) Report - *Eye on the Future: Invest in YOUTH NOW for Tomorrow's Community* - presented to the 2010 Special Summit on Youth Development and the Summit Declaration of Paramaribo on the Future of Youth in the Caribbean Community.

Building on UNDP thematic focus areas, its global, regional and national programming frameworks, the Youth-IN Project establishes an integrated programme that facilitates results and delivery of assistance to support Caribbean youth aged 15-29.

The project strategically addresses SIDS vulnerabilities, governance capacities and sustainable human development frameworks, integrally linking environmental, economic and social assets. This Government of Italy funded project targets Caribbean in-and-out of school youth and will be implemented in partnership with private and public sector agencies at regional, national and sub-national levels. The project supports strengthening capacities such as youth governance, economic enterprise, environment, creative industries, gender, culture and sports through the innovative use of media, internet-based, social networking modalities and youth empowerment strategies to enhance youth participation and communications across the Caribbean, its diaspora, Latin America and Italy.

Total resources required: US\$4.0Mn  
Total allocated resources: US\$ 3.1Mn  
Donor: Gov't of Italy US\$ 3.0 Mn  
TRAC US\$ 100,000  
In-kind Contributions US\$ 200,000  
Unfunded budget: US\$ 700,000

Key Result Area (UNDP Strategic Plan):  
Promoting inclusive growth, gender equality and achievement of internationally agreed development goals, including the MDGs  
Fostering Inclusive Participation

Atlas Award ID: 64116  
Start date: December 2010 End Date: December 2013  
Management Arrangements: DIM Regional

PAC Meeting Date:  
December 18, 2008

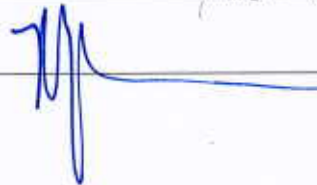
Agreed by (Government of Italy)



Agreed by Regional Implementing Partners



Agreed by (UNDP):



## 1. Situation Analysis

The Caribbean, a region of Small Island Developing States (SIDS), is characterized by significant historical, economic and cultural commonalities with diverse populations, land mass, economic, ethnic and political compositions.

In recognition that SIDS-specific development challenges are most effectively addressed through integrated functional cooperation modalities, which include the pooling of scarce human and economic resources, Caribbean governments have long established regional and sub-regional governance arrangements through the Caribbean Community (CARICOM [www.caricom.org](http://www.caricom.org)) and the Organisation of Eastern Caribbean States (OECS [www.oecs.org](http://www.oecs.org)). These arrangements support intra-regional functional cooperation within the respective 19<sup>1</sup> and 9 Member State groupings<sup>2</sup>.

Caribbean countries record comparatively higher levels of development relative to other SIDS, as illustrated by the high and medium human development rankings based on economic, social and governance indices. This consistent performance had resulted in regional Middle Income Country (MIC) classifications. However, despite this MIC status, it is globally recognised and measured by MDG 8, that with small, open economies and limited natural resources, SIDS have high levels of vulnerability to economic and other global development shifts and dislocations.

The Caribbean Region with its inherent natural hazard vulnerabilities now is now even more fully exposed to the adverse effects of climate change impacts. These are expected to exacerbate development risks, which are globally recognized as challenging for SIDS. For the Caribbean, it has the potential to undermine current high levels of human development achievement on internationally agreed development goals and targets and maintaining its regional development agendas.

The 2009 Report of the UNDP Assessment of Development Results (ADR): Evaluation of UNDP Contribution to Countries of the Organisation of Eastern Caribbean States and Barbados, states that the Caribbean is a 'development paradox' with "a challenging and multifaceted development context where relatively high levels of GDP per capita and economic growth, financial prosperity, political stability and infrastructure development occur side by side with considerable poverty, underemployment, gender and social inequities, institutional capacity weaknesses and vulnerability to risk, including extreme weather events."<sup>3</sup>

Other threats which include the global drug trade patterns and a high prevalence of HIV and AIDS which create sustained human development challenges in a region which has pledged and work to give high levels of support to achieve and maintain Internationally Agreed Development Goals (IADGs), such as the Millennium Development Goals (MDGs).

A regional integration agenda is directly linked to the optimal development of Caribbean SIDS; this was given renewed impetus with the signing of the Revised Treaty of Chaguaramas in 2001 and the establishment of an OECS Economic Union in 2010. Significantly, almost 60% of the population of the region is under the age of 30. Both regionally and nationally, young people are in danger of having their aspirations of a shared Caribbean destiny and citizenship weakened by the effects of globalisation and new technologies, which tend to blur and blend national and cultural identities with global aspirations and values. Additionally, the impact of the global economic crisis has created an

<sup>1</sup> CARICOM Member states: Antigua and Barbuda, Anguilla, The Bahamas, Barbados, Belize, Bermuda, British Virgin Islands, Cayman Islands, Dominica, Grenada, Guyana, Haiti, Jamaica, Montserrat, Saint Lucia, St. Kitts and Nevis, St. Vincent and the Grenadines, Suriname, Trinidad and Tobago, Turks and Caicos Islands. The signing of the Treaty establishing the Caribbean Community, Chaguaramas, 4th July 1973 enshrined Community goals, identified in Article 6 of the Revised Treaty, : to improve standards of living and work; the full employment of labour and other factors of production; accelerated, coordinated and sustained economic development and convergence; expansion of trade and economic relations with third States; enhanced levels of international competitiveness; organisation for increased production and productivity; achievement of a greater measure of economic leverage and effectiveness of Member States in dealing with third States, groups of States and entities of any description and the enhanced co-ordination of Member States' foreign and foreign economic policies and enhanced functional co-operation.

<sup>2</sup> The OECS is a nine member grouping comprising Antigua and Barbuda, Commonwealth of Dominica, Grenada, Montserrat, St Kitts and Nevis, St. Lucia and St Vincent and the Grenadines. Anguilla and the British Virgin Islands are associate members of the OECS.

<sup>3</sup> Refer to the Assessment of Development Results: Evaluation of UNDP Contribution – Countries of the Organisation of Eastern Caribbean States and Barbados, 2009 for an in-depth discussion of competitiveness and vulnerabilities of the OECS; much of the discussion can be applied to the wider region.

unprecedented rise in levels of youth risk and vulnerability, in areas such as education, migration, unemployment, poverty, health, cultural fragmentation, crime and social dislocation.<sup>4</sup>

The large numbers of adolescent youth present opportunities to fully harness their potential and assets of in support of Caribbean development, based on the planks of economic growth, social development, environmental protection and disaster management. Youth and adolescent issues have long been on the agendas of Caribbean governments, most identifying this population group, as a special and vulnerable.

To this end, the 27<sup>th</sup> Meeting of CARICOM Heads of Government in 2006 mandated the establishment of a CARICOM Commission on Youth Development (CCYD) to undertake an analysis of the challenges and opportunities for youth in the Caribbean Single Market and Economy (CSME). The CCYD was tasked to present recommendations to improve youth development, well-being and empowerment.

The January 2010 CCYD Report "*Eye on the Future: Investing in YOUTH NOW for Tomorrow's Community*" is an evidenced based, modular situational analysis tool which provides benchmarking data and trends that can support data disaggregation and the creation of comprehensive Caribbean youth databases. This Report is well-placed to further inform strategy development, programme formulation, implementation, monitoring and evaluation of youth by development partners and policy makers. The Report found that crime and violence is the number one concern of young people and is a major threat to national and regional development.

High levels of crime recorded among youth populations threaten positive and significant development gains recorded by Caribbean SIDS over the past decade. As rates of crime and violence continue to increase young people are being disproportionately represented as victims and perpetrators. The impact of this trend on national and regional development was recorded by the OECS Secretariat at its first Regional Conference on Youth, Crime and Violence held in 2006. The 2007 joint World Bank and UNODC Report – "*Crime, Violence and Development: Trends, Costs and Policy Options in the Caribbean*"<sup>5</sup> also presents data that confirm the high rates of crime and violence in the Caribbean are undermining development in all areas. The report estimates that a reduction in the homicide rate by one-third could more than double the region's rate of per capita economic growth.<sup>6</sup>

"In developing countries, crisis pervades the daily life of the poor" said ILO Director-General Juan Somavia. "The effects of the economic and financial crisis threaten to exacerbate the pre-existing decent work deficits among youth. The result is that the number of young people stuck in working poverty grows and the cycle of working poverty persists through at least another generation."

## II. Strategy

*Youth-IN assistance* strategies build on and optimize use of UNDP's unique multi-sectoral programming framework as well as its global, regional and national implementation and knowledge networks. It also takes account of longstanding regional UNDP-CARICOM and OECS partnerships and programme support of functional cooperation modalities of regional, national and civil society institutions and structures. *Youth-IN* project activities support *Youth Inclusion*, *Youth INnovation*, *Youth INterest* and *Youth INvolvement*. Designed as an integrated programme, it is formulated as a comprehensive assistance programme that delivers and concentrates on specific the needs of Caribbean youth, aged 15-29 years.

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<sup>4</sup> Global youth unemployment has reached its highest level on record, and is expected to increase through 2010, the International Labour Organization (ILO) said in a new report issued to coincide with the launch of the [UN International Youth Year](#) on 12 August. The report [ILO Global Employment Trends for Youth 2010](#) says that of some 620 million economically active youth aged 15 to 24 years, 81 million were unemployed at the end of 2009 -- the highest number ever. This is 7.8 million more than the global number in 2007. The youth unemployment rate increased from 11.9 percent in 2007 to 13.0 percent in 2009.

<sup>5</sup> [http://www.unodc.org/pdf/research/Cr\\_and\\_Vio\\_Car\\_E.pdf](http://www.unodc.org/pdf/research/Cr_and_Vio_Car_E.pdf)

<sup>6</sup> In 2009 UNDP started the formulation of a Caribbean Human Development Report for the English and Dutch speaking Caribbean Countries on Citizens' Security. The central analysis will take account of insecurity and violence in the context of the SIDS and measure its negative impacts on Caribbean human development. The Report aims at better understanding the issue of citizens' safety and security and providing multi-sectoral recommendations and solutions.

The Project strategically addresses human development through linked environmental, economic and social inputs to optimize youth potential, in the context of mitigating Caribbean SIDS development vulnerabilities. UNDP will highlight capacity and policy development niches and use its convening role, which is central to programme coordination and implementation, to encourage the promotion of inclusive governance, ICT and volunteerism as linked strategic approaches. The use of innovative ICT and media technologies to build and create strong alliances between Caribbean and Italian populations, as well as linking with globally recognised learning institutions and universities, is another catalytic area of action and communications featured in the project.

### **Volunteerism**

The important role of volunteerism in preventing and reducing vulnerability to natural hazards is a priority area identified by the Government of Italy, as an integral component of its assistance. Volunteerism will be promoted, not only within *Youth-IN* programme components, but also through a linked Government of Italy funded Project, *Enhancing Resilience to Reduce Vulnerability in the Caribbean*, designed to promote the concepts of civil protection, safer communities and enhanced Caribbean Disaster Risk Reduction (DRR) capacities.

Taking account of the 2009-2011 Draft Programme and Operations UNV Strategy, which prioritizes Youth Development; *Youth-IN* provides an implementation platform for UNV programme results: **A. Advocacy for Volunteerism B. Integration of Volunteerism into development programmes and C. Mobilization of Volunteers to achieve development results.**

The UNDP comparative advantage of strong programming links with the UNV<sup>7</sup> programme will be used to highlight and strengthen the project goal of improving youth inclusion and participation in Caribbean governance, social, economic, environmental sectoral development. This is particularly relevant given recent regional and national concerns about the decline, in civic engagement and volunteer activities, particularly among youth populations. Encouraging volunteerism within communities will foster acceptance of new governance structures that facilitate youth empowerment, self-reliance, and mutual self-help and will enable intergenerational equity and civic engagement. Strengthened youth-led participatory media to promote activism, citizen and community involvement in decision-making is priority for effective SIDS development.

It is envisaged that UNV engagement will increase advocacy for SIDS-specific 'volunteerism-for-development' and philanthropic frameworks. This programme component will provide for:

- The application of existing UNV schemes such as International UNV (IUNV), National UNV (NUNV) and Community Exchange Volunteers (CExV) first as implementation support for the *Youth-IN* project placing, as required, National Volunteers (1 in each *Youth-IN* project country); Community Exchange Volunteers (to be placed in community youth-sub-projects); International Volunteers (to support regional Project Management)
- The development of a SIDS South-South global partnerships hub, utilizing UNVs Online Volunteer Services, to connect development organizations to online volunteers, will provide advisory and other technical services as well as opportunities to create links between Caribbean diaspora communities, regional and global NGOs and Community Service Organizations (CSOs) volunteers, to innovatively address development challenges
- The creation and maintenance of SIDS volunteer databases by sector to link Caribbean CSOs and NGOs, with Italian and other global volunteers
- Volunteers as role models for youth and civic responsibility throughout the Caribbean

### **Partnership Development**

The *Youth-IN* Project design facilitates the development of partnership hubs which can be supported through its diverse modalities assistance delivery. It is also structured to facilitate enhanced inter-agency collaboration and

<sup>7</sup> <http://www.unv.org/fileadmin/docdb/pdf/2010/UNV%20Executive%20Board%20Report%202010.pdf>; <http://www.unv.org/news-resources.html>

“The United Nations Volunteers (UNV) programme is the UN organization that contributes to peace and development through volunteerism worldwide. The UNV evaluations of the impact of volunteers note “volunteerism is a powerful means of engaging people in tackling development challenges, and it can transform the pace and nature of development. Volunteerism benefits both society at large and the individual volunteer by strengthening trust, solidarity and reciprocity among citizens, and by purposefully creating opportunities for participation. The concept of volunteerism for development centres on optimizing volunteerism’s impact on peace and development. Achieving this requires the cooperation and commitment of the public sector, civil society and the private sector with support from the United Nations system and the world community. Individual citizens also have an important role to play through volunteering. Volunteerism by many millions of people is critical to achieving the Millennium Development Goals (MDGs).”

harmonization linked to UN System wide prioritization of MDG implementation<sup>8</sup>, with specific attention to MDG 8 which targets global partnerships and SIDS development. MDG 8 is a catalyst for revitalizing and creating innovative new partnership models and strengthened collaboration platforms with the use of Communities of Practices (CoPs), as recommended by “Rome Consensus”,<sup>9</sup> to promote peer-to-peer knowledge sharing for more effective youth networking at international, regional, national and community levels.

The Project will fund partnership development training, the creation and production of information and communication materials such as video and film, action-research, innovative social communication methodologies and ICT, for at least 50 young people who will in turn become regular contributors providing content development inputs to *Youth-IN* Project communication modalities.<sup>10</sup>

The *Youth-IN* partnership development strategy will expand existing partnerships and forge new relationships to broaden access to development partner expertise. It will facilitate the use and exchange of best practice programmes to allow Caribbean regional, national and community level interaction, with UN System and global partners, which will include:

- ⇒ Italian Cooperation expertise and best practices development programmes such as ccivil protection organizations such as the Central European Initiative (CEI)<sup>11</sup>, through community and regional based projects currently supported by the Italian Cooperation.
- ⇒ UNICRI - [www.unicri.it](http://www.unicri.it) - the UN Agency which assists countries worldwide in crime prevention and criminal justice.
- ⇒ Working with global civil society e.g. 350.org<sup>12</sup> providing advocacy on climate change, Rotary International and the YWCA<sup>13</sup>
- ⇒ Incorporating inputs from relevant UN System programmes such as:
  - i. GEF/Small Grants and UNESCO Youth Path Programmes working in the areas promoting authentic community-based heritage, conservation, environmental based projects and business development.
  - ii. UNV - volunteer development.
  - iii. UNIFEM - gender initiatives
  - iv. UNICEF - Lifecycle, human and child rights.
  - v. ILO - Know - About Business (KAB): Trinidad and Tobago (YTEPP) programme – capacity development in entrepreneurial mindsets and behaviours.<sup>14</sup>
- ⇒ Incorporating relevant CARICOM and OECS programmes, taking account of the CARICOM Council for Human and Social Development integrated multi-sectoral policy decisions, as well as :
  - i. The National Inter-Ministerial Committees established to support the implementation of holistic youth agendas
  - ii. The Regional Strategy for Youth Development which assists Member States support national programmes.
  - iii. Both CARICOM and OECS Secretariats implement programmes that support the promotion of Sport<sup>15</sup> to counter high risk behaviours such as crime, substance abuse and conflict.

<sup>8</sup> The 2010 MDG Review is an opportunity to build agreement on a global action plan to meet the MDGs. The UN has developed an innovative problem-diagnosing tool and stands ready with a range of targeted services to help countries accelerate and sustain progress. The challenge now is to galvanize the necessary commitment and action around the MDG Breakthrough Strategy.

<sup>9</sup> World Congress on Communication for Development. Final Version, (January 2007). The Rome Consensus: Communication for Development promotes the use of a strategic framework of communication for development as “...a social process based on dialogue using a broad range of tools and methods. It is also about seeking change at different levels including listening, building trust, sharing knowledge and skills, building policies, debating and learning for sustained and meaningful change”.

<sup>10</sup> On 26 June 2007 the Commonwealth Youth Programme Caribbean Centre (CYPCC) began broadcasting live on its new internet radio station. Youth Vibes Radio, which has been launched in association with the Caribbean Internet Radio Portal (CIRP) and UNESCO. Internet radio: <http://www.mcclinks.com/cirp/index.html>  
[http://portal.unesco.org/ci/en/ev.phpURL\\_ID=24908&URL\\_DO=DO\\_TOPIC&URL\\_SECTION=201.html](http://portal.unesco.org/ci/en/ev.phpURL_ID=24908&URL_DO=DO_TOPIC&URL_SECTION=201.html)

<sup>11</sup> See <http://www.ceinet.org/main.php?pageID=21> for detailed information on this intergovernmental forum which has extensive programmes in Sustainable Agriculture, Media, Environment and the development of projects in the field of cultural preservation

<sup>12</sup> [www.350.org](http://www.350.org)

<sup>13</sup> <http://www.rotary.org/en/Pages/ridefault.aspx>; [www.worldywca.org](http://www.worldywca.org)

<sup>14</sup> [www.undp.org/africa/accra2010.shtml](http://www.undp.org/africa/accra2010.shtml) This project responds to the current economic crisis impact on young people. ILO, of the world's estimated 211 million unemployed people in 2009, nearly 40 per cent—or about 83 million—are between 15 and 24 years

<sup>15</sup> [www.caricom.org](http://www.caricom.org) and [www.oecs.org](http://www.oecs.org) provide access the CARICOM Regional Sports Policy Framework and the OECS Sport Desk assistance programmes, designed to strengthen national sports policies and programmes. These programmes highlight sports as a convener and an enabler of collaboration among communities across the Caribbean, as well as strengthening relationships between sports and national/regional unity and pride, social cohesion and positive social development values. Attracting youth to support effective Caribbean development, is also supported by Ministries of Youth and Sports in CARICOM and OECS Member States, in

- iv. CARICOM Youth Ambassadors' advocacy and peer –to-peer support of regional programme priorities.
- v. National Youth Councils/Parliaments championing national youth governance
- vi. The CARICOM Committee of Directors of Youth Affairs, a support mechanism for regional coordination, review and planning.
- vii. CARICOM Inter-Agency Advisory Committee on Youth, facilitating coordination of the Regional Strategy for Youth Development.
- viii. Regional Cultural Development Strategy and Policy being developed by the Regional Task Force on Cultural Industries (RTFCI) <sup>16</sup> which provides guidelines and links with the Regional Sports Policy Framework.

**Outputs:** The *Youth-IN* Project supports youth capacity development with training, technical assistance and funding for practical programmes addressing enterprise creation, inclusive governance, regional integration, culture, sports, innovation, environmental awareness and life skills inputs and programme activities. Enhancing skills and capabilities of Caribbean youth with community, national, regional and international capacity building inputs gives the *Youth-IN* Project a strategic and catalytic programming niche using cultural, social, economic and environmental inputs to optimize the governance capacities, regenerative and human development potential of Caribbean SIDS.

*Youth-IN* is catalytic providing access to change management programme inputs which will include:

- Regional advocacy and public awareness through mechanisms and strategies to position youth skills and assets for community, national and regional development
- Increase media interventions to build a public agenda and sustained information sharing on *Youth-IN* outputs as well as positive regional and national youth and SIDS development programmes.
- Sustainable youth livelihoods through the creation of new labour market opportunities and enhanced life skills training.
- Global and regional opportunities to foster and promote Caribbean cultural exchanges, influences and platforms, CARIFESTA and other festivals to stimulate regional transformation opportunities, the creation and collaboration of intra-Caribbean youth networks and links with Italian and other global networks
- Creating opportunities for expanding youth voice, dialogues, public participation, civic action and active citizenship to galvanize young people as change agents, at the national and sub-national levels through volunteerism and social networking.<sup>17</sup>

This three year project, started with an Initiation Phase (IP) which will move to a full project from 2010 – 2013. It includes a no-cost extension facility. The project uses both regional and national approaches to address implementation support and includes scope for targeting high risk in-and-out of school youth, and communities with high poverty indicators. The selection of priority countries and phased activities will be determined in consultation with the Project Steering Committee (PSC) with input from the Youth Think-Tank (YTT).

**Output 1: Culture, sports, arts and innovation:** Create new and enhanced interactive mechanisms and synergies with existing global, national, regional youth networks in culture, sports, and arts to advance enhanced networking by Caribbean youth.

**Proposed Activities:**

1. Art workshops and competitions to challenge youth to create artwork in a variety of media, i.e.- theatre, poetry, visual arts, film, dance and music, focusing on themes of cultural identity, sustainable and heritage tourism development and environmental management.
2. Production of a documentary film Youth Visions highlighting social issues through competition modality between UWI and foreign university students from creative/innovative centres.
3. Creativity workshops proposed for youth organizations and youth leaders to promote creativity and innovation with the establishment of a Creative Arts Higher Education Network a link-up of community colleges in the Eastern Caribbean with the Mona, St. Augustine and Cave Hill campuses of the University of the West Indies.

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partnership with public sector and private sector programmes. Sport development is also an accepted UN strategy <http://www.undp.org/goodwill/match/> this programme supports a wide spectrum of partners i.e. non-governmental and civil society organizations, the private sector, intergovernmental organizations, international finance institutions, regional banks, academia and foundations.

<sup>16</sup> The establishment of a Regional Task Force on Cultural Industries by COHSOD and COTED to prepare a Regional Development Strategy and Action Plan for Cultural Industries

<sup>17</sup> Youth Share Ideas on Role of ICT in Development <http://cmvlive.com/news/local-news/42-local-news/737-youth-share-ideas-on-role-of-ict-in-development>

4. Support community action and the revitalization of the governance tools and processes used by national associations', with the application of cutting-edge/global success criteria, programme tools which enhance expanded links between Caribbean national and global sports associations
5. Providing mentoring and coaching support to link sports to career and lifestyle development programmes though increased use of community sports facilities to counter high risk behaviors, drug culture, HIV& AIDS increase and the overall promotion healthy lifestyles behaviors<sup>18</sup>
6. A UNDP Regional Knowledge Fair focused on *Youth Vision, Innovation, Leadership and Excellence* to facilitate exchanges between youth in Italy and in the Caribbean hosting and dissemination of information and knowledge to wider populations of CARICOM and OECS Member States
7. Foster a vibrant and continuous public agenda and interaction with Caribbean Youth based on:
  1. CCYD Situational Analysis and Research follow-up initiatives
  2. Innovative, enterprising adolescent and youth leadership programmes
  3. Exceptional cultural, artistic, sporting, entrepreneurial, talents and contributions of youth in Caribbean Small Island Developing States (SIDS)
  4. The formation of partnerships and collaborative networks of youth constituencies at community, national and regional levels, for enhanced promotion of positive programmes linked to healthy lifestyles to counter behaviours which encourage obesity, drug use, crime prevalence
  5. Expanded involvement in (a) media and information communications technology, (b) culture, arts and innovation, (c) regional integration; d) entrepreneurship and micro-credit; (e) environment and sustainable development; f) health and well being; and g) youth leadership and inclusive governance participation in Caribbean SIDS development;(h) sports mentoring and coaching linking career and lifestyle options, using existing communities' sports facilities
  6. Sharing of best practice programmes and successful youth innovation experiences from other regions to promote alliance-building and strengthened Caribbean Youth networks
  7. Showcasing youth talent, innovation and exceptional volunteer youth contributions in the provision of strategic services in areas such as ICT, health promotion, community development.
  8. Organization of a Caribbean/Italian component of the Knowledge Fair to promote project outputs linked to culinary arts, music, art, handicrafts video and film productions.

**Output 2: Entrepreneurship and micro-credit:** Created and established spaces/structures for orientation, training and micro-credit services, supporting new and emerging youth entrepreneurial initiatives established and functioning within the framework of regional and national economic diversification strategies. These will include frameworks of the GEF Focal Areas and GEF/SGP to generate co-funding opportunities for environmental conservation business projects with new eco-sustainable enterprises.

**Activities:**

1. Provision of business development training scholarships for selected youth, based on merit, respecting gender equity to participate in learning programmes which would include information to access funding for young entrepreneurs
2. Facilitating access to micro-credit funding to assist youth selected for the business development training creating innovative enterprises
3. Organization of a Heritage Tourism Workshop for Youth Entrepreneurs to demonstrate heritage tourism opportunities and linkages with primary economic sector activities. In addition to educating youth, another output of the workshop will be the documentation of the challenges and potential growth areas in heritage tourism development, its products and services
4. Establishment of Innovation Centres within the Creative Arts Higher Education Network providing training and facilitation services to allow youth entrepreneurs to move from ideas to business ventures and encourage youth to develop entrepreneurship and innovative business ideas in areas such as sustainable tourism, cultural industries and environmental management
5. Establishment of a UNESCO Youth Path-GEF/SGP-CTO-Caribbean Youth Environmental Network (CYEN) modality to support (i) climate change knowledge networks and products, environmental preservation, awareness of job skills and opportunities in heritage tourism and sustainable tourism, organic farming, handicraft and environmental management<sup>19</sup>
6. Promotion of cultural exchange initiatives (e.g. between Caribbean and Italian youth) to disseminate best practices and examples in Youth Entrepreneurship in collaboration with the Caribbean Youth Business Trust (BYBT/CYBT) and other Caribbean microenterprise development programmes

<sup>18</sup> <http://www.barbadosadvocate.com/newsitem.asp?more=local&NewsID=9429>

<sup>19</sup> Caribbean Tourism Organisation (CTO) documentation:  
<http://www.onecaribbean.org/information/categorysearch.php?searchterm=ecotourism>



7. Regional initiatives and advocacy events to encourage the use of alternative energy and natural product businesses through workshops on viable enterprise development, public relations and resource mobilization for projects which combine conservation and business principles

8. Provision of eco-volunteer training courses to enhance involvement in environmental projects such as reforestation recycling and climate change impacts, supporting public awareness and action on the importance of preserving biological diversity in Caribbean SIDS.

9. Implementation of pilot projects in one or more GEF focal areas - climate change; land degradation; international waters; biodiversity conservation - in cooperation with the Youth Environmental Ambassadors and the Caribbean Youth Environment Network (CYEN)

10. Foster an appreciation for and of the Caribbean heritage, environmental assets and to strength the preservation agenda among Caribbean populations.

11. Broaden access to micro-credit funding to the benefit of youth enterprises supporting eco-sustainable business projects and strengthening of an ecotourism mandate<sup>20</sup>

**Output 3: Communications, inclusive governance and regional integration: Increased innovative communications for development, created with ICTs tools to showcase youth capabilities, assets and inputs in cultural, media and audio-visual communication initiatives. Strengthened youth planning, enhanced advocacy and public awareness capacities in Environmental Awareness, Financial Literacy, Entrepreneurship**

**Proposed Activities:**

1. Learning events i.e. workshops and training courses for participating youth from CARICOM and OECS Member States facilitating the replication and sharing of experiences from the UNDP Regional Projects - Virtual School for Latin America and the Caribbean<sup>21</sup>, Youth Leadership Distance Learning Training<sup>22</sup> and the – Achieving Human Development by Enhancing Citizen Security in the Caribbean supporting dialogue and conflict prevention<sup>23</sup>

2. Creation of a Youth Think Tank (YTT)<sup>24</sup> - The YTT will use existing evidenced based assessments, action-based research to promote youth issues and implement regional, national and community stakeholder dialogues and will function as *Youth-IN* advocates and champions.

3. Enhance data analysis, best practice development, including the use of primary/secondary quantitative, qualitative and CCYD generated data to support evidence-based policy development of new and existing youth initiatives/ projects.

4. Enhanced youth participatory governance through youth involvement in public and civic responsibilities, enhancing capabilities of young people as decision-makers and change agents.

5. The development of a *Youth-IN* PORTAL and web-sites facilitating community, national, regional and global sharing of knowledge and information. The Portal will act as a platform and hub to disseminate information on initiatives, activities and cooperation among young people in the field of art, education, culture, entrepreneurship, environment protection, tourism heritage and ICT.

<sup>20</sup> See Caribbean Tourism Organisation (CTO) documentation:

<http://www.onecaribbean.org/information/categorysearch.php?searchterm=ecotourism>

<sup>21</sup> The [Virtual School for Latin America and the Caribbean](#) UNDP LAC Regional Bureau initiative which provides training in the applied sciences for social transformation in three academic areas: Human Development (HD), Democratic Governance (DG) and Crisis Prevention and Recovery (CPR). Its mission is "to strengthen democratic governance and contribute to human development in Latin America and the Caribbean. <http://www.escuelapnud.org/public/index.php>

<sup>22</sup> (i) First UNDP Regional Youth and Governance Training which engaged 50 Caribbean young men and women, aged 18-27, in a 6 month face-to-face and distance learning , mentoring and networking programme which trained and establish a cadre of young leaders with enhanced skills to participate in Caribbean SIDS governance processes based on UWI developed modules which included Understanding Caribbean Governance Challenges; (ii) Transformative Leadership and Personal Excellence Skills Development; (iii) Advocacy and Participation in Policy Change Development; (iv) Gender and Governance (v) Juvenile Violence/Delinquency Prevention and (vi) Political Campaigning.

<sup>23</sup> UNDP RSC and the 4 Caribbean UNDP Offices support a regional Citizen Security initiative to address security threats common to many Caribbean countries with outputs that include Caribbean Regional HDR on Citizen Security; Advisory services and technical tools, training and funding as well as support for the establishment of a regional Crime Observatory.

<sup>24</sup> YTT members will be selected from regional and national youth-based institutions and representatives from UNA-UWI, CARICOM Youth Ambassadors, National Youth Ambassadors from CARICOM and OECS States, CCYD and Youth Parliament TORs for YTT will include the elaboration and application of a youth generated learning and communications modality to achieve increased participation in community-based development contexts as well as support social cohesion, inclusive governance and the organization of youth policy dialogues and meetings

## RESULTS AND RESOURCES FRAMEWORK

### Intended Outcome as stated in the Regional Programme Document Results and Resource Framework:

1. STRENGTHENED PARTICIPATORY GOVERNANCE, YOUTH INVOLVEMENT AND YOUTH CHANGE AGENT CAPACITIES, WITH INCREASED CIVIC, DECISION MAKING AND LEADERSHIP SKILLS.
2. INFORMATION, COMMUNICATIONS AND TECHNOLOGY (ICT) PLATFORMS TO STRENGTHEN, COORDINATE AND DEVELOP EXISTING AND NEW INNOVATIVE YOUTH NETWORKS ADDRESSING CARIBBEAN REGIONAL, NATIONAL AND GLOBAL DEVELOPMENT AGENDAS PROMOTED AND ESTABLISHED
3. COMMUNICATION TOOLS TO REFLECT YOUTH CAPABILITIES, ASSETS AND STRENGTHENED YOUTH PLANNING AND DEVELOPMENT INPUTS SPECIFICALLY IN CULTURE, SPORTS AND MEDIA INITIATIVES, IDENTIFIED AND IMPLEMENTED
4. SPACES FOR TRAINING IN MICRO-CREDIT SERVICES TO SUPPORT EMERGING YOUTH ENTREPRENEURIAL INITIATIVES, WITHIN THE FRAMEWORK OF REGIONAL AND NATIONAL ECONOMIC DIVERSIFICATION STRATEGIES SUPPORTING CULTURAL AND ENVIRONMENTAL INDUSTRIES ESTABLISHED

### Outcome indicators as stated in the Regional Programme Document Results and Resources Framework, including baseline and targets:

#### OUTCOME 1

**Indicators:** Number of youth trained in civic responsibility, democratic values and leadership skills and engaged in broad-based public consultations as youth change agents in target countries; Number of National State reforms promoting gender equality and women's rights;

**Baseline:** Limited involvement of vulnerable and excluded groups in formulation and implementation of development strategies and public agendas;

**Target:** 10 countries supported to improve civic engagement of vulnerable and excluded groups, especially youth and women

#### OUTCOME 2,3 & 4

#### Indicators:

1. Number of ICT platforms, communications, enterprise programmes designed and implemented, accessing new resources and improved systems to address the needs of vulnerable and excluded groups with the integration of governance, social and economic indicators and evidence based development agendas and programme development.

2. Number of youth participatory processes and community programmes launched to address vulnerable and excluded groups and impact SIDS development issues such as poverty and inequality.

**Baseline:** Limited capacity of vulnerable and excluded population groups to engage in policy dialogues, participatory planning processes and access enterprise development resources

**Targets:** 2 regional institutions and at least 4 countries establish and create programmes that reflect participatory processes and evidence based programme formulation to better target vulnerable and excluded groups

#### Applicable Key Result Areas (from 2008-11 Strategic Plan): (i) Fostering inclusive participation

**Partnership Strategy:** The project will establish partnerships at the regional level with CARICOM and OECS Secretariats, Ministries of Youth, the University of the West Indies, and regional donors and development partners and national level (with partner governments, private sector, academia, NGOs, media, service agencies and organisations).

#### Project title and ID (64116): Youth-Innovation: Caribbean Network for Youth Development.

INTENDED OUTPUTS	OUTPUT TARGETS FOR 2010-2013	INDICATIVE ACTIVITIES	RESPONSIBLE PARTIES	INPUTS <sup>26</sup>
<p><b>Output 1: Culture, sports, arts and innovation:</b> Create new and enhanced interactive mechanisms and synergies with existing global, national, regional youth networks in culture, sports, arts to support enhanced youth networking by Caribbean youth.</p> <p><b>Baseline:</b> Weak networking and collaboration among national and regional youth networks</p> <p>Limited use of interactive platforms to strengthen and coordinate new, existing youth networks and YTT outputs to facilitate and influence the Caribbean development agenda</p> <p><b>Indicators:</b> The number of official networks in the arts sector in the Caribbean region</p> <p>Increased access and use of culture and sports platforms as tools for regional integration, lifestyle awareness and career development support the implementing regional policy frameworks for cultural industries and sports tourism</p> <p>Cultural exchanges (e.g. art, film, music, sport) between youth in Italy and the Caribbean promoted</p>	<p>1.1 1000 youth participate in cultural industries, arts and environmental programmes</p> <p>1.2 Participants of the, CARICOM and National Youth Ambassadors and YTT trained in UNDP Regional Caribbean Youth Leadership to promote creativity and innovation in respective communities, national and regional programmes</p> <p>1.3 Improved regional level coordination and national level networking on youth issues</p> <p>1.4 Mutual exchanges among cultures promoted between youth in Italy and the Caribbean. Films, art, music, sport and dance exchanges between youth in Italy and the Caribbean held</p> <p>1.5 At least 1000 youth participate in national and regional culture and sports initiatives</p> <p>1.6 At least 20 youth exposed to creativity and innovation capacity development</p> <p>1.7 At least 10 youth participate in cultural exchanges between Italy and the Caribbean</p> <p>1.8 At least 50 youth trained in web-site development and communication modalities and communication materials</p>	<p>1.1.1 Art workshops and arts competitions</p> <p>1.1.2 Creativity workshops for youth organizations and youth leaders.</p> <p>1.1.3 The establishment of a Creative Arts Higher Education Network to link community colleges in the Eastern Caribbean with campuses of the University of the West Indies at Mona, St. Augustine and Cave Hill.</p> <p>1.1.4 Films, art, music and dance exchanges between youth in Italy and in the Caribbean.</p> <p>1.1.5 Promotion of cultural exchange initiatives, skills training, content specific seminars and workshops, youth exchanges, institutional strengthening/capacity development, youth/institutional network development, IEC, action research, policy dialogue, competitions, knowledge management and best practice development, retooling and critical thinking, volunteerism, gender mainstreaming and mentoring</p>	<p>UWI-EBCCI and other regional Creative Arts organizations Community Colleges – UWI Open Campus</p> <p>Government of Italy, Ministries of Youth, Culture Sports</p> <p>CARICOM and OECS States</p> <p>UNDP.</p> <p>UWI-EBCCI</p> <p>UNDP</p> <p>CARICOM</p> <p>OECS</p>	<p>Sub-programme Development in Culture, Sports, Arts and Innovation</p> <p>72700 -Events</p> <p>71200 National Consultants –</p> <p>71600 Missions-</p> <p><b>INDICATIVE BUDGET:</b> <b>US\$ 700,000</b></p>

<sup>26</sup> To be further defined by Project Manager/ Project Inception Report for PSC approval

<p><b>Output 2: Entrepreneurship and micro-credit:</b> Created and established spaces/structures for orientation, training and micro-credit services supporting new and emerging youth entrepreneurial initiatives established and functioning within the framework of regional and national economic diversification strategies which will include frameworks of the GEF Focal Areas and GEF/SGP to generate co-funding opportunities for environmental conservation business projects with new eco-sustainable enterprises.</p> <p><b>Baseline:</b> Limited training for youth in entrepreneurial initiatives</p> <p><b>Indicators:</b> Increased number of youth national regional entrepreneurial initiatives in environmental business development and growth created. Spaces/structures for orientation, training and micro-credit services established and/or revitalized supporting new and emerging youth entrepreneurial initiatives established and functioning within the framework of regional and national economic diversification strategies New and emerging entrepreneurial initiatives conducted in areas such as ICTs, heritage, creative arts, sports and environment.</p>	<p>2.1 At least 200 youth accessed and completed business development training</p> <p>2.2 At least 2 documentaries on development challenges</p> <p>2.3 At least 100 new entrepreneurs developed</p> <p>2.4 Best practices documented and disseminated</p> <p>2.5 200 supported to access funding for innovative enterprises and able to understand and document challenges facing the development of heritage tourism products and services</p> <p>2.6 Training and support services provided to allow youth entrepreneurs to move from ideas to business ventures</p> <p>2.7 Knowledge and skills provided for environment preservation and job opportunities in tourism heritage and sustainable tourism, organic farming and handicraft</p> <p>2.8 Best practices and examples of Youth entrepreneurship disseminated through Barbados Youth Business Trust and other Caribbean Micro-Enterprise Programmes</p> <p>2.9 The use of alternative energy and natural product</p>	<p>2.1.1 Provision of business development training opportunities i.e. Mentoring, business development, skills training, content specific seminars and workshops, expos/trade fairs, institutional strengthening/capacity development, network development; Information Education and Communication (IEC), action research, policy dialogue, knowledge management and best practice development, retooling and critical thinking, volunteerism, gender mainstreaming</p> <p>2.2.1 Support micro-credit funding access to benefit youth selected for business development training.</p> <p>2.3.1 Organization of a Heritage Tourism Workshop for Youth Entrepreneurs to facilitate heritage tourism opportunities in the Caribbean.</p> <p>2.4.1 Establishment of Innovation Centres within the Creative Arts Higher Education Network.</p> <p>2.5.1 Establishment of a permanent linkage with Youth Path/GEF/SGP; CTO, Caribbean Youth Environmental Network (CYEN)</p> <p>2.6.1 Establishment of a permanent linkage with Youth Path/GEF/SGP; CTO, Caribbean Youth Environmental Network (CYEN)</p> <p>2.7.1. Organization of regional initiatives/events to promote the use of alternative energy</p> <p>2.8.1. Provision of eco-volunteer training courses.</p> <p>2.9.1. Implementation of pilot projects in one or more GEF focal areas - climate change;</p>	<p>UNDP CARICOM OECS UWI-SEED CYBT CYEN CTO UNDP UNESCO, GEF/SGP, CTO CYEN CARICOM and OECS Programme Managers Ministers of Environment UWI-SEED, BYBT CYEN, CTO, RC- Associate Expert Network</p> <p>Sub-Programme Development in Entrepreneurship and Micro-credit Training Environment and Sustainable Development 72700 -Events 71200 - National Consultants 71600 - Missions</p>
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## PROJECT MANAGER: 'YOUTH-IN' A Caribbean Network for Youth Development

### Project

<b>Location :</b>	Bridgetown, Barbados
<b>Vacancy Type :</b>	External Vacancy
<b>Application Deadline :</b>	
<b>Type of Contract :</b>	ALD
<b>Post Level :</b>	ALD-4
<b>Languages Required :</b>	English
<b>Duration of Initial Contract :</b>	One Year (with possibility of extension)

### Background

The United Nations Development Programme (UNDP) for Barbados and the OECS Sub-regional Office delivers assistance through a Sub-regional Cooperation Programme 2005-2009 (SPD) approved by the UNDP Executive Board, which has been extended to 2011. The SPD is linked to 4 national level Country Programme Action Plans (CPAPs) with CPAP outputs linked to SPD outcomes. These are framed and linked directly to regional and national development outcomes as stated in national and regional policy and strategy documents.

The UNDP Barbados Sub-regional Office provides assistance to 10 Caribbean Small Island Developing States (SIDS), Barbados <http://www.barbados.gov.bb/> and the Eastern Caribbean Countries [www.oecs.org](http://www.oecs.org), through development assistance programmes within four thematic priority areas:

- ***Poverty and Social Development***
- ***Governance and Institutional Development***
- ***Environment and Natural Resources Management***
- ***Disaster Risk Reduction***

Both the UNDP Strategic Plan 2008-2011 and the RBLAC Regional Programme Document 2008-2011 give priority to Youth Development, in particular to strengthen the role of youth in democratic governance. Youth populations account for over 30% of the Region's population. The Caribbean has already accorded high priority to supporting Youth Development through the CARICOM YOUTH COMMISSION and the OECS YOUTH INITIATIVE, recognizing that regional and national regenerative capacities are integrally linked and depend heavily on youth capacity development. In this context, UNDP Barbados developed a youth development programme with financing from Government of Italy to introduce the ***Youth Innovation: A Caribbean Network for Youth Development*** 'Youth-In' Project. The Youth-In Project builds on existing Caribbean regional and national as well as UNDP programme initiatives. The 'Youth-In' programme is designed to deliver assistance to expand programmes that support youth transformative leadership, advocacy, civic/community development, communications, networking and ICT capacities linked to development priorities such as climate change, enterprise development, cultural arts, governance and participation, policy development, gender and governance.

### **Organization and Management:**

Prepare organization structure and plan based on UNDP/POPP, including distribution of functions and responsibilities, decision-making and business processes and institutional arrangements for sound project management;

Identify, as part of international recruitment requirements of UNDP, highly prominent international and national experts (as approved in the project document and subsequent annual work plans);

Facilitate the day-to-day functioning of the Team. Manage the human and financial resources for achieving results in line with the outputs and activities outlined in the project document and annual work plan;

Prepare annual work plan and results framework for the project and based on approval of the Government and UNDP take the lead in implementing for delivery of results;

Prepare monthly, quarterly and annual progress reports and organize, correspondingly, monthly, quarterly and annual progress reviews;

Organize meetings of the Project Board (Steering Committee) and if relevant that Project Advisory Panel;

As per corporate UNDP requirements, establish participatory governance and decision-making system which involves all project staff; ensure enabling environment for high level performance of all project personnel;

Establish performance management system, based on UNDP's results and competency assessment system, to monitor project staff performance;

Ensure security of the staff and assets belonging to the projects.

### **Delivery of Project Results:**

Lead the project team in preparing component or output-based concept or strategy papers and implementation manuals or guidelines;

Prepare results framework for each output and establish performance and impact assessment indicators and system;

Manage delivery of results by using up-to-date best practices and know-how in the subject area and accordingly plan delivery of resources at 25-20% for first, 50-70 % for second, 75-90% for third and 100% for final quarters of the performance year;

Review professional performance and document implementation processes and results through project-based professional reports.

### **Youth Capacity Development - Regional Infrastructure Reform and Institutional Development:**

Prepare capacity development plan, taking into consideration the need of the CARICOM and OECS regional youth programmes and initiatives as well as youth programming supported by government, non-government, and other development partners;

Promote the capacity development approach developed by UNDP in consultation with the Government and UNDP, implement transfer of know-how through a series of training and learning events;

Supervise the project's capacity building efforts aimed at government counterparts, local authorities and development organizations;

Document the experience of capacity development initiatives, prepare the national policy

Prepare professional articles and papers;  
Expand outreach to the UN, national government, regional development agencies, private sector, non-government and international development organizations.

### **Proposals, Reporting and Resource Mobilization:**

Network and build credible working relations with Government, UN and donor partners;  
Prepare proposals for mobilization of human, technical or financial resources from international development organizations, non-government organizations and the private sector;  
Mobilize resources to support the achievement of project outputs and outcomes.

### **Competencies**

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#### Corporate Competencies:

Demonstrates integrity by modeling the UN values and ethical standards;  
Promotes the vision, mission, and strategic goals of UNDP;  
Displays cultural, gender, religion, race, nationality and age sensitivity and adaptability;  
Treats all people fairly without favoritism.

#### Functional Competencies:

Shares experience with integrating participatory governance  
Ability to mainstream issues relating to gender into development.  
Shares knowledge and experience of working with youth, development and conflict issues.  
Experience in collaborative skills such as negotiation, mediation, team-building, group decision-making and leadership development  
Development and Operational Effectiveness  
Ability to lead strategic planning, results-based management and reporting;  
Ability to lead formulation, implementation, monitoring and evaluation of development programme and mobilize resources;  
Ability to formulate and manage budgets, manage contributions and investments, manage transactions, conduct financial analyses and manage cost-recovery;  
Ability to plan community projects and consult with communities;  
Ability to work effectively with a wide range of constituencies in a diverse community (including youth and women);  
Experience in strategic planning and resource mobilization will be an asset.  
Management and Leadership:  
Demonstrates strong experience in research, analytical writing, oral communication skills with substantive issues and community development;  
Leads teams effectively and shows conflict resolution skills;  
Builds strong Client relationships;

#### Knowledge Management and Learning

Promotes knowledge management and learning through leadership and personal example;

computer and internet capabilities mandatory.

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Language Requirements:

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Excellent command of English is a must. Knowledge of at least one other UN language would be an asset.

Incomplete applications or applications received after the closing date of will not be given consideration. Please note that only short-listed applicants will be contacted. For more detailed information about the UNDP Barbados Office, please visit our website at [www.bb.undp.org](http://www.bb.undp.org) Candidates, who currently hold UNDP or UN Agencies contracts, are asked to declare the type contract and duration, in their application.

Female candidates are highly encouraged to apply



**Terms of Reference  
Junior Professional Officer (JPO)  
UNDP Barbados and the OECS**

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**General Information**

- Title:** Junior Professional Officer – Youth-In Project
- Sector of Assignment:** Youth and Governance – ‘YOUTH-IN’: A Caribbean Network for Youth Development Project
- Location:** UNDP Barbados Sub-regional Office (SRO) - covering 10 Caribbean Small Island Developing States(SIDS): Anguilla, Antigua and Barbuda, Barbados, British Virgin Islands, Dominica, Grenada, Montserrat, St. Kitts and Nevis, St. Lucia and St. Vincent and the Grenadines.
- Agency:** United National Development Programme (UNDP)
- Duration of Assignment:** One-year fixed-term appointment renewable subject to satisfactory performance and recommendation by respective office.

**Supervision**

- Name of Supervisor:** Ms. Michelle Gyles-McDonnough
- Title:** UNDP Resident Representative and/or Deputy Resident Representative

**Content and Methodology of Supervision:**

Supervision will be conducted through:

- the monitoring of activities and outputs by the supervisor according to targets outlined in the JPO’s Individual Performance Plan;
- one-on-one meetings with the supervisor as required and Programme Meetings as arranged;
- The JPO will also work in close collaboration with the DRR/UNDP Programme Director, UNDP Programme Teams as well as the GEF/SGP Sub-regional Coordinator. The JPO work specifically with the Governance Programme Manager and Programme Associate. The JPO will specifically support the YOUTH-IN Project but will have to related and link with the Caribbean Regional Technical Assistance Centre (CARTAC), Country Programme Action Plans (CPAP), Virtual Development Academy (VDA), Anti-Corruption and Citizen Security Projects which support through the sub-regional and national programming arrangements of the Barbados Office. The JPO will also support the UN Resident Coordinator (RC) Office where programmatic inputs are required and engage with key implementation partners such as CARICOM and OECS Member States and Secretariats [www.caricom.org](http://www.caricom.org) and [www.oecs.org](http://www.oecs.org)

- Facilitate programme communication and links with UNSRT<sup>1</sup> and donor community to support improved governance programme formulation and implementation, effectiveness and delivery through greater monitoring, oversight and determination of the lessons learned.
- Prepare comprehensive reports based on a literature reviews, project monitoring missions and stakeholder discussions.
- Support capacity building and briefing sessions and one-on-one training sessions to support the delivery of YOUTH-IN project activities as well as increased collaboration in YOUTH AND GOVERNANCE programming activities, between UNDP SRO and development partners in areas of common interest.
- Provides administrative support to the Programme Unit focusing on achievement of the following results:
  - ❑ Proper control of the supporting documents for payments, review of NEX projects Financial Reports.
  - ❑ Maintenance of the internal expenditures control system which ensures that vouchers processed are matched and completed, transactions are correctly recorded and posted in Atlas.
  - ❑ Timely corrective actions on unposted vouchers, including the vouchers with budget check errors, match exceptions, unapproved vouchers.

**Other:**

- Undertake any other duties deemed necessary by the UNDP SRO Programme and Senior Management Team for the successful implementation of UNDP YOUTH-IN project mandate.

**Qualifications and experience**

**Education:**

- A Masters Degree in Development Studies or any other related field.

**Work experience:**

- At least five years relevant work experience in the youth development field within a national or international development agency.

**Key competencies of the assignment:**

- Knowledge of youth development, sustainable development and sustainable livelihood issues as they relate to Small Island Developing States (SIDS) and an understanding of the connections to poverty, environment, HIV/AIDS and gender issues.
- Project formulation and implementation, monitoring and evaluation skills, budget and programme administrative skills and technical skills related to the youth and governance field.
- Knowledge of the UN and familiarity with UNDP procedures and rules.

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<sup>1</sup> The United Nations Sub-Regional Team (UNSRT) for Barbados and the Eastern Caribbean is comprised of operational agencies based in Barbados and three non-resident agencies, which are a part of the UNSRT - UN/ECLAC, ILO, UPU. The UNSRT agencies serve multiple countries across the Caribbean Region, differing locations among those countries i.e. sub-regions with the responsibilities of some Heads Of Agencies (HOAs) spanning more than one Resident Coordinator System.

- Actively works towards continuing personal learning and development in one or more UNDP Practice Areas, Learning Plans for application of newly acquired skills.

## **VI. Background Information**

### **Information about the organizational structure of the UNDP Barbados Sub-regional Office:**

The United Nations Development Programme (UNDP) for Barbados and the OECS Sub-regional Office delivers assistance through a Sub-regional Cooperation Programme 2005-2009 (SPD) approved by the UNDP Executive Board, which has been extended to 2011. The SPD is linked to 4 national levels Country Programme Action Plans (CPAPs) with CPAP outputs linked to SPD outcomes. These are framed and linked directly to regional and national development outcomes as stated in national and regional policy and strategy documents.

The UNDP Barbados Sub-regional Office is structured to provide assistance to 10 Caribbean Small Island Developing States (SIDS) - Barbados <http://www.barbados.gov.bb/> and OECS Member States [www.oecs.org](http://www.oecs.org) - through development assistance programmes within four thematic priority areas:

- Poverty and Social Development
- Governance and Institutional Development
- Environment and Natural Resources Management
- Disaster Risk Reduction

Outputs anticipated from the assistance programme and UNDP interventions are to:

- improve achievement of MDGs and other key development priorities;
- accelerate the pace of development through strengthening national capacity to develop national evidence-based plans, policies, and strategies and support the implementation of the OECS Development strategy, which integrates the MDGs as a governance approach;
- improve monitoring and evaluation, strategic planning and implementation, at both the national and regional levels with the development of integrated systems that enhance governance; people's involvement; national capacities to respond to disasters; disaster risk reduction and emergency recovery initiatives.

UNDP, in collaboration with Government and other development partners, plays critical and catalytic roles in implementing Country Programme Action Plans (CPAPs), providing overall policy direction and the lead in coordinating and monitoring progress towards expected results. In order to facilitate effective implementation, and monitoring of 5 CPAPs in coordination with related Regional Programmes, UNDP requires dedicated staff to support the implementation of the specific projects linked to CPAP related programme support tasks. The UNDP Barbados Sub-regional Office aims to implement relevant, innovative and timely projects, aligned to the UNDP Strategic Plan 2008-2011 and the RBLAC Regional Programme Document 2008-2011 which both prioritize Youth Development. The UNDP Governance Programme developed the Youth Innovation: A Caribbean Network for Youth Development Project which is designed to create an innovative programme of support building on existing Caribbean regional and national as well as UNDP programme initiatives. The 'Youth-In' programme will deliver assistance to expand programmes that support youth transformative leadership, advocacy, civic/community development, communications, networking and ICT capacities linked to development priorities such as climate change, enterprise development, cultural arts, governance and participation, policy development, gender and governance. The Barbados Governance Programme also coordinates the CARTAC programme - a UNDP multi-donor funded macroeconomic fiscal programme and an example of a Paris Declaration model of multi-donor supported sector-wide programming modality. The Governance Programme also collaborated with the UNDP/LRC to introduce distance learning to Caribbean Public