



Guide to organize Youth Dialogues

Youth Consultations of the Young Americas Forum

Permanent and continuous process of youth participation

#YouthInTheSummit



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YABT
Young Americas Business Trust

Introduction

The Young Americas Business Trust (YABT) provides the ongoing youth consultation process as a follow-up to the commitments and objectives adopted in the Declaration of Commitment and Action Plan presented at the VI edition of the Young Americas Forum, with the purpose of actively involving thousands of young people throughout the hemisphere, as social actors, contributing with their opinions, recommendations and initiatives. The Youth Dialogues will be held in virtual or hybrid mode and will be coordinated by YABT and youth networks of the Americas. These Dialogues and other activities create a unique space to facilitate the exchange of ideas and debate on various topics of interest to youth and constitute a continuous channel for the collection of youth proposals.

The spaces given to youth in hemispheric events, such as the Summit of the Americas and the Young Americas Forum, are presented as revitalized mechanisms that reinforce the work and channels of direct dialogue with youth, rethinking crucial aspects of democracy and multilateralism, as well as the important approach of working in partnership with youth, including the creation of greater economic opportunities, decent jobs, quality education and digital transformation, among other issues that contribute to promoting sustainable, inclusive and secure growth for current and future generations. The proposals collected in the dialogues are presented at these hemispheric events, according to the date on which they were held.

This Guide has been prepared with the purpose of generating basic guidelines and orientation to youth organizations and networks interested in getting involved with the consultation process at the local and national levels, as part of the permanent process to follow up on the Declaration of Commitment and Action Plan and the contributions emanating from each summit since the IX Summit of the Americas in Los Angeles, United States.

Taking into consideration the current context in the face of the coronavirus pandemic (COVID-19), the YABT thanks each of the organizers of youth dialogues for their valuable support and leadership in organizing these spaces in their respective countries. It also invites young leaders interested in organizing youth dialogues to conduct them according to the format allowed by the authorities in their respective countries of residence (face-to-face or virtual), strictly following the guidelines and recommendations issued by the World Health Organization (WHO)¹ and official agencies of their respective countries.

YABT is responsible, not only for coordinating and providing accompaniment to youth participation, but also for compiling, systematizing and providing a space to present the progress reports and Youth Declarations to the OAS Member States during the Summit of the Americas and the General Assembly of the Organization of American States; achieving an effective and broad participation of the youth of the Western Hemisphere.

The YABT accepts applications from all the youth of the Americas and strongly and especially encourages the participation of women, youth from vulnerable communities, Afro-descendant youth, youth from indigenous peoples, and people from the LGBTIQ community.

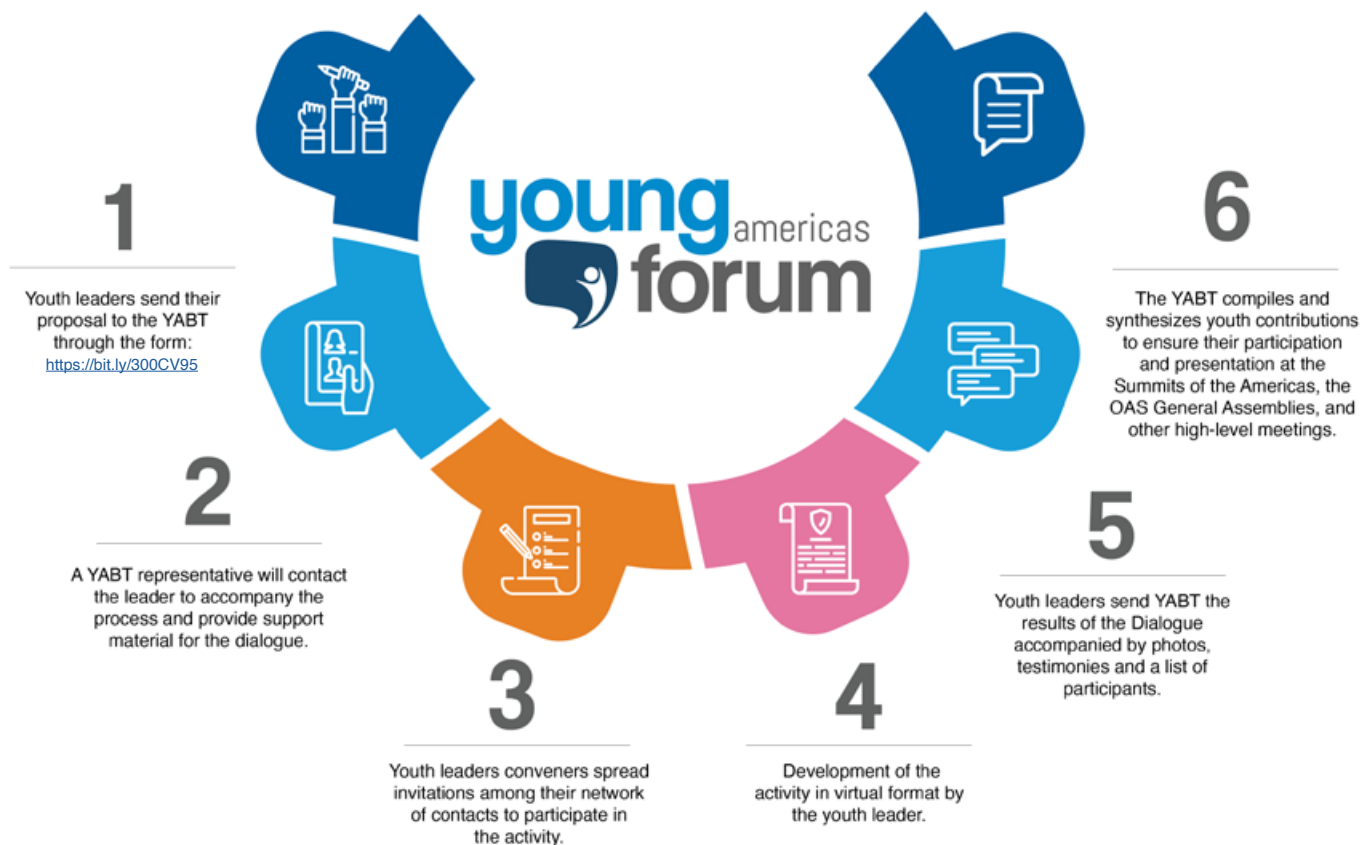
¹ To learn more on the basic protection measures about COVID-19, please go to the following link: <https://www.who.int/es/emergencies/diseases/novel-coronavirus-2019/advice-for-public>

About the contributions of youth

YABT develops continuous consultations and dialogues to address questions that respond to the priorities of the youth. The youth consultation process of the VI Young Americas Forum is framed and connected to the 5 C's of Youth Development: (1) Climate Changes, (2) COVID-19, (3) Collaboration with Youth, (4) Combating Corruption and , (5) Connectivity and Digital Transformation. Current priorities resulting from a series of consultations with youth and the thematic successes of the IX Summit of the Americas. For more details on the topics, click on the following link: www.foro.yabt.net/en/youth-development/

Through the youth consultation process, YABT seeks to empower the youth of the Americas, giving them the opportunity to analyze and reflect on the problems they face in their community, as well as possible solutions, contributing their proposals to decision makers and hemispheric leaders, through the realization of Youth Dialogues.

How to organize Youth Dialogues in your community?



1.- For the development of youth dialogues², the youth leader must send his / her proposal to the YABT. During this stage it is very important to make approaches with other key actors for the initiative, defining their specific roles.

2.- YABT will provide visual support material for the announcement of the activity, such as editable banners³, where the details of the dialogue and the logos of the organizing organizations must be included.

3.- Once the material has been approved, the organizing organization will be able to disseminate invitations through its social networks and channels at its disposal⁴ (see examples of posts in social networks available in Annex II). The greater the diversity of the actors summoned, the more interesting the reflections and proposals that result from the debates can be.

4.- According to the required characteristics, the Youth Dialogues in virtual format may be carried out through any technological platform available to them. In order to support youth who do not have a feasible platform option, from YABT we facilitate access to the Zoom platform⁵, available on Mondays and Fridays, from 11:00 am to 3:00 pm in Washington, DC There is flexibility to use other connectivity platforms, at times other than those indicated, under the coordination and total organization of the youth network.

During the development of the dialogue⁶, the youth leaders should choose a person as Rapporteur, who will help collect the contributions emanating from the space. Likewise, they will be responsible for capturing photos and video, or any other visual material.

5.- Once the Dialogue has been carried out, the youth leaders may send the report of the same to YABT within the following 7 business days, through the form available at: <https://bit.ly/3H3bRaf>, or via email following the format established in Annex III.

6.- YABT will coordinate the review and incorporation of the inputs in the follow-up documents and implementation of the Youth Declaration.

³ The dialogue can be of local or national coverage according to the level of coordination and cooperation that each youth leader achieves. This is the only format in which YABT authorizes youth leaders to use the official logo of the organization.

⁴ The model banner retains the copyright of the YABT at all times.

⁵ Some of the commonly used platforms are Meet, Zoom, and GoToWebinar.

⁶ In case of not having the platform available due to the demand for websites, the youth will be able to develop the dialogue on any platform within their reach.

⁷ The methodology is left to the organizers of the dialogue, knowing that YABT does not intervene in the discussions, it only acts as a facilitator and provides support to young people.

The person organizing the dialogue must:

1. Moderate or identify the person who will moderate the activity. It is suggested that moderation follow certain recommendations with the aim of conducting an open and inclusive dialogue. As a support resource, consult the manual prepared by the United States Agency for International Development (USAID), available at: <https://bit.ly/2YkJsv3>.
2. Identify a person to carry out the report, who will be in charge of collecting and ordering the contributions that emanate directly in the dialogue and presenting them in writing.
3. Invite speakers, people who will present content on the established themes.
4. Share the model agenda and general information with the participants before starting the dialogue.
5. Coordinate the review and incorporation of contributions in the report format. For more details see Annex III.
6. Once the activity has been carried out, share the contributions emanating from the dialogue to YABT, following the established format.

Recommendations and comments regarding the use of the virtual platform

- Carry out technical tests at least 10 minutes before the activity;
- A maximum duration of 2 hours is suggested with a space for questions and specific proposals;
- The use of a camera is optional;
- It is suggested to rely on a presentation in PPT format or visual material, among other online collaboration tools that are free to use;
- Participants will be able to access from any computer with internet access;
- Prior to the development of the activity, establish the method to collect the information of the participants.

Monitoring of contributions

Youth leaders should send YABT the results of the Dialogue accompanied by:

- List of participants following the format established in Annex IV, and in Excel;
- Photo and video album (via folder link on Drive);
- Testimonials of participants (text of maximum 100 characters, in case of having a video, send the YouTube link for consultation);
- Other materials and complementary documentation: Press releases, etc.

Based on this, YABT will coordinate the review and incorporation of the contributions in the draft of the Youth Declaration.



Annexes

Annex I: Model Agenda

0:00 YABT representative will open the platform for dialogue (If applicable)

On the day of the dialogue, a YABT representative will open the platform, explaining in a general way the use of the necessary tools. This is in the case that a YABT platform is used.

0:00 Opening Remarks by the Organizer of the Dialogue

The Dialogue begins with the Opening Act with words from representatives of the partner organization (s), invited national / local authority, and the host entity of the activity. YABT will provide an institutional message by video or will participate through the available technological platform.

0:00 Introduction of the Participants (Moderation, presentation and special guests)

Once the dialogue begins, it is suggested that the moderator briefly introduce the participants and guests.

0:00 Introduction to the methodology to follow during the Dialogue

The moderator should explain the methodology to be used, and the timelines. Next, a person should be chosen as Rapporteur so that at the end of the discussion they present the summary of the contributions derived during the dialogue.

0:00 Presentation of the chosen theme

As a starting point for the discussion, the speaker should provide an introduction on the chosen topic, with the aim that young people have baseline information for the debate.

0:00 Discussion

A space to hold the debate around the topic chosen for discussion, through which the delegates have the opportunity to intervene with their opinions and recommendations.

0:00 Closing remarks

The Dialogue culminates with the closing remarks and thanks from representatives of the partner organization (s) and invited national / local authority.

0:00 End of the activity.

Annex II: Post examples for dissemination on social networks

Use the following post as a reference to promote your dialogue on social media.

Facebook

We invite you to participate in the Virtual Youth Dialogue: (Topic) in #City /Region #Country, organized by (Name of the youth network), in collaboration with #YABT, a space to share your recommendations and proposals internationally. Sign up at: (link).

Twitter

We invite you to participate in the Virtual Youth Dialogue: (Topic) in #City/Region #Country, organized by (Organizer Twitter), with the support of @YABTs #YouthInTheSummit, bringing together the diversity of voices. Sign up at: (link).

ANNEX III: Format for Dialogue reports

- Fill out the report form at: <https://bit.ly/3wtAGqQ>
- Downloadable format ([Word](#))

ANNEX IV: Participant registration form

- Downloadable format ([Excel](#))



To ask any questions about the youth dialogues, contact us at:
forum@yabt.net

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