

## **Work Plan of the Member Organizations Officer of Youth and Environment Europe**

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- Keep member organization details updated
  - Contact person, collect general information of the organization
- Strengthen the collaboration between member organizations
  - To promote more the space Member News on YEE webpage which might be a help for this
  - The categorization of the MOs will be a tool for a better collaboration in projects and campaigns
- Keep regularly contact with YEE secretariat
- Be aware of any kind of discussion that might be a benefit for YEE network and keep continuous updates and cooperation with Board Members and Secretariat
- Be involved in all the discussions and skype meetings of the Executive Board.
- Develop a way of connection between MOs needs and what YEE can offer
- Involve/look for/find/contact new organizations possibly from countries not part of the network and share with them responsibilities and rights.
- Be always in contact with the Secretariat to check the MOs' fulfillment of duties
- Contact passive MOs, find out about the obstacles that have caused this situation, and try to reactivate them by offering support
- Collaborate closely with the Secretary General during the process of calling for partners
- Develop a structure than can regroup the MOs in more oriented collaborated fields based on their profile