
**Work Plan of the External Relations Officer of
Youth and Environment Europe
2017/2018
Niall Barrett**

Continue cooperation with existing partners

Develop and maintain contacts as the new ERO and keep in frequent communication with organisations YEE is a member of, that are:

- The European Youth Forum
- The European Environmental Bureau
- United Nations Environmental Program

The External Relations officer shall strengthen the cooperation with these organisations by attending their principal events and if possible by engaging in common projects with them or their members. In case of not having an opportunity to represent personally, I will arrange representation. I aim to strengthen the coalition of environmental organisations within the European Youth Forum (FYEG, IYNF). I will also explore possibilities of cooperation with these and other organisations (networks) in the area of environment or any other field of interest to YEE's Member Organisations.

Expansion of YEE's network and reach

Support the MOs Officer in finding new Member Organisations, especially from countries where YEE does not have any members. Research the potential of YEE's reach through membership of international bodies and umbrella groups, potentially outside of Europe.

Ensure consistent and presentation of YEE

Continue work on the Pool of Representatives (PoR) and refresh the PoR by sending out a call for new possible members of the PoR.

- Brief PoR members with information about the events they are going to attend and share with them basic representation skills
- When briefing members of the PoR for a certain event invite the other members.
- Support the PoR team by providing them with all relevant information.
- Have at least 2 meetings with the PoR to share information about YEE.
- Keep the members of the PoR active and involved in the federation. Ensure to have at least 3 active members in the PoR.
- Review PoR document for rules, procedures and responsibilities.
- Share information on events organised by partner organisations with PoR members.

Communication and transparency

Report to member organisations and to fellow Board members on all events and e-meetings attended. All meetings will be summarised and outcomes detailed for YEE newsletters and social media. Share other potential partnerships and member organisations with relevant Board members and YEE staff.