



Call for a National Facilitator of the European Youth Conference

8–11 March 2027, Vilnius, Lithuania

Between 1 January and 30 June 2027, Lithuania will hold the Presidency of the Council of the European Union. The National Agency for the Erasmus+ Program and the European Solidarity Corps (Agency of Youth Affairs) contribute, within their area of responsibility, to the organization of activities related to Lithuania's Presidency of the Council of the European Union.

The Agency of Youth Affairs is seeking **1 national facilitator to guide the process during the European youth conference.**

1. Background information

1.1. ABOUT THE EU YOUTH DIALOGUE (EUYD)

The EU Youth Dialogue (EUYD) is a participation mechanism for young people in the EU. It serves as a dynamic forum for continuous joint reflection and consultation with young Europeans on the priorities, implementation, and follow-up of European cooperation in the field of youth. This participatory process involves young people, youth organizations, policy- and decision-makers, as well as experts, researchers, and civil society actors, enabling a continuous partnership in the development and implementation of policies, strategies, and initiatives at the local, regional, national, and European levels. This process supports the implementation of EU youth policy and is a critical mechanism for youth participation in policymaking across the European Union.

1.2. ABOUT THE 12th CYCLE OF THE EU YOUTH DIALOGUE

The EU Youth Dialogue is organized in 18-month work cycles. The 12th cycle runs from July 2026 to December 2027, covering the Irish, Lithuanian and Greek EU Trio Presidencies. The goal of the 12th EU Youth Dialogue is to engage young people in shaping policies that affect their lives and to ensure their voices are heard in decision-making processes. The process during a cycle is chaired by the European Steering Group of the EU Youth Dialogue, which comprises National Authorities, National Youth Councils of the Trio Presidencies, the European Youth Forum, and the European Commission.

A Youth Dialogue Cycle is divided into two main phases:

- the Consultation (or Dialogue) phase; and
- the Implementation phase.

During the Dialogue phase, consultations are held to gather the opinions, needs, and solutions of young people on the topic under discussion (the Youth Goal). The Implementation phase then aims to translate the consultation results into concrete activities and actions at the local level. EU Youth Conferences (EUYCs) are a key element of the EU Youth Dialogue. Each Presidency organizes them and brings together around 300 young people and political decision-makers at national and European levels. These conferences provide opportunities to gather ideas and demands related to the EU Youth Dialogue at the European level, exchange good practices and advice, collect consultation results, and formulate specific political demands. The content of the three EU Youth Conferences within one cycle builds on the outcomes of the preceding conference.

During the 12th cycle of the EUYD, the following EUYCs are planned:

- EUYC Ireland: 27–30 September 2026;
- EUYC Lithuania: 8–11 March 2027;
- EUYC Greece: September 2027.

1.3. EUROPEAN YOUTH CONFERENCE IN VILNIUS

The EU Youth Conference during the Lithuanian Presidency will take place from 8 to 11 March 2027 in Vilnius. The conference is an integral part of the consultation, bringing together young people from across Europe and EU candidate countries to discuss how to implement Youth Goal #4 at the European level. For two and a half days, delegations of young people and policymakers from more than 40 countries will work together to develop evidence-based recommendations for youth policymakers. Experts and decision-makers will be invited to provide input on the topic and support this process. The outcomes of the EUYC will feed into

Council documents.

During the discussions and plenary sessions, young people will have the opportunity to share their experiences, express their opinions on important topics related to the conference theme, and develop proposals that may inform future European policies, in particular in the fields of youth policy, youth dialogue, European values and the future shape of education and youth programs after 2027.

2. Thematic areas and working groups

As the Lithuanian National Facilitator, your main task will be to ensure the meaningful engagement of all participants during the EU Youth Conference. To achieve this, you will work in close cooperation with the European Facilitator, European researchers processing the results of the European consultation, where available, and the other actors and stakeholders involved in the conference. The assignment includes online and in-person facilitation, preparation and follow-up.

An online preparatory meeting is provisionally planned for January–February 2027; the final date will be confirmed later. The tasks and requirements include:

- moderating the event and facilitating sessions in cooperation with the European Facilitator, including leading the conference, introducing sessions and speakers, moderating public sessions and panels, and leading thematic workshops and other sessions involving young people and decision-makers;
- ensuring the active involvement of youth representatives, representatives of youth organizations and government representatives in the working process;
- preparing reporting templates and reporting on participants' discussions in cooperation with researchers and harvesters;
- co-designing materials to be provided to participants before the conference;
- designing the conference methodology and choreography together with the other actors involved;
- planning and preparing conference sessions in close cooperation with the national organizers, working group facilitators and harvesters before and during the conference;
- attending preparatory and evaluation meetings, where required, and participating in the EU Youth Conference;
- together with the European Facilitator, planning and facilitating a webinar to prepare participants for the conference, provisionally planned for February 2027; and
- participating in European Steering Group meetings where necessary, mainly online and for selected agenda items.

3. Profile

3.1. FORMAL REQUIREMENTS

1. The country of residence implements the Erasmus+ (or will implement it from 2027) and/or the European Solidarity Corps programmes and/or is part of the European Economic Area, or is a Member State or candidate country of the European Union, or citizens residing in Switzerland;
2. Have at least B2 level of English language (skills sufficient to communicate and discuss fluently at the European Youth Conference);
3. Is able to describe the key objectives of the European Union Youth Strategy and explain how it supports European values, youth empowerment, youth rights, and other youth-related policies.

3.2. DESIRED EXPERIENCE

The ideal candidate should:

- Has led or facilitated at least 5 large events* involving only young people or young people and decision-makers, using interactive and innovative methods, including digital methods, in the last three years;
- Has experience using participatory and open-space methods and formats;
- Has experience moderating discussion panels involving high-ranking politicians or public officials;
- Has experience working with international and diverse groups with different profiles, levels of knowledge and special needs;
- Has experience in a youth organization and good knowledge of the EU Youth Strategy, including European values, youth empowerment, access to youth rights, challenges to democracy and other youth-related policies, and be willing to remain up to date with developments in the field;
- Has previous involvement in the EU Youth Dialogue, formerly the Structured Dialogue, or experience as a facilitator at a European Youth Conference, which will be considered an advantage.

** A large event is an event involving more than 100 participants (youth or youth and decision-makers) and lasting at least 1 day (8 hours).*

3.3. DESIRED COMPETENCIES

- Good organizational skills and the ability to work under pressure and meet tight deadlines;
- Good problem-solving and teamwork skills;
- Ability to summarise and present information clearly;
- Excellent communication skills when working with high-level public

authorities, as well as empathy and tact.

4. Fees and costs

The assignment is estimated at a maximum of seven working days, including preparatory meetings with the facilitators and organizing team, preparation of conference materials and methodologies, facilitation of a participant webinar, and a meeting with facilitators and harvesters before the conference (five days), as well as facilitation during the EU Youth Conference (two days).

The daily fee will be EUR 450, including all applicable taxes.

All travel costs (economy class or second class), board and lodging incurred in connection with the preparatory meetings, and the event will be covered by the organizers.

5. How to apply

Please send the following documents to LTPresidency2027@jra.lt no later than 26 October 2026 at 23:59 CET. Please indicate the position for which you are applying in the subject line of the e-mail.

It should be noted that candidates may also apply for other ongoing selections, such as group facilitators or harvesters. In this case, the candidate must submit separate applications for each position.

With the application form, you must include:

- your CV, specifically identifying the experience that demonstrates that you meet the requirements set out in this Call;
- a cover letter explaining how your experience matches the profile and answering the following questions:
 - a. What relevant training and experience do you have as a facilitator in relation to large youth activities or policy events at national or European level, particularly with EU Youth Dialogue (the Structured Dialogue)?
 - b. What is your level of knowledge of European values, the EU Youth Strategy, the EU Youth Dialogue and youth participation in general? Please provide specific examples.
 - c. What experience do you have working with international and diverse groups with different profiles and levels of knowledge and how do you demonstrate intercultural sensitivity
 - d. What is your motivation for applying for this position, and what innovative approaches to engaging large international audiences could you bring to

the EU Youth Conference?

- a video message in English, lasting maximum five minutes, explaining how your experience matches the profile, your motivation for applying and the innovative approaches you could bring to the conference;
- an estimate of the number of working days required, up to a maximum of seven days, together with a detailed work plan.

Please confirm your availability for the entire event, including arrival on 8 March 2027, participation until the debriefing on 11 March 2027, and the required preparation beforehand. Final arrival and departure arrangements will be confirmed later.

Accepted file formats for the CV, cover letter and work plan are PDF, DOC, DOCX, PPT, PPTX and ZIP. Accepted formats for the video or audio message are MP4, MOV, MP3, ZIP and RAR. The maximum file size is 10 MB. Where the file exceeds this limit, please provide a secure download link, for example via MS SharePoint, Google Drive or WeTransfer.

6. Selection process

The selection will be conducted by a panel established by the Agency of Youth Affairs. The panel will include representatives of the Lithuanian Youth Council, the Ministry of Social Security and Labor of the Republic of Lithuania, and the Agency of Youth Affairs. Panel members will process applicants' personal data solely for the selection procedure, within the scope determined by the Agency of Youth Affairs and subject to confidentiality obligations.

The selection committee will assess candidates according to the criteria presented above in sections 3.2. and 3.3. The candidate's experience is assessed on a five-point scale, where 0 means the candidate completely fails to meet the criteria, and 5 means completely meets the criteria. Competence category is assessed on a 2-point scale, where 0 means the candidate completely fails to meet the criteria for competence, and 2 means completely meets the criteria. The collected points for each criterion are multiplied by the appropriate coefficient. The evaluation system is presented below.

It should be noted that, if necessary, the selection committee reserves the right to invite the candidate for an individual remote interview. The candidate will be informed about this no later than 5 working days before the scheduled interview time.

Experience category			
Criteria	Scale	Coefficient	Maximum number of points
Has led or facilitated at least 5 large events* involving only young people or young people and decision-makers, using interactive and innovative methods, including digital methods, in the last three years.	0-5	2.0	10* <i>*5 points are awarded if the candidate has facilitated at least 5 events in the last three years involving young people and decision-makers. If the candidate has only facilitated events with young people but not with decision-makers, only 4 points are awarded.</i> <i>Additional points are awarded only if the candidate has facilitated more than 5 large events involving young people and decision-makers in the last three years. Points are awarded based on the number of events facilitated:</i> <i>6-7 large events – 1 additional point;</i> <i>8-9 large events – 2 additional points;</i> <i>10 and more – 3 additional points.</i> <i>Please note that additional points are awarded separately and are not subject to the coefficient.</i>
Has experience using participatory and open-space methods and formats.	0-5	1.5	7.5
Has experience moderating discussion panels involving high-ranking politicians or public officials.	0-5	1.0	5
Has experience working with international and diverse groups with different profiles, levels of knowledge, and special needs.	0-5	1.0	5
Has experience in a youth organization and good knowledge of the EU Youth Strategy, including European values, youth empowerment, access to youth rights, challenges to democracy and other youth-related	0-5	2.0	10

policies, and be willing to remain up to date with developments in the field.			
Has previous involvement in the EU Youth Dialogue, formerly the Structured Dialogue, or experience as a facilitator at a European Youth Conference.	0-5	2.0	10
Total points for experience category:			47.5 (without additional points)
Total additional points:			3
Competence category			
Good organizational skills and the ability to work under pressure and meet tight deadlines.	0-2	2.0	4
Good problem-solving and teamwork skills.	0-2	2.0	4
Ability to summarise and present information clearly.	0-2	2.0	4
Excellent communication skills when working with high-level public authorities, as well as empathy and tact.	0-2	2.0	4
Total points for competence category:			16
Total points for all categories:			63.5 (without additional points) 66.5 (with additional points)

One candidate will be selected for the national facilitator position, and the next two highest-scoring candidates will be included in the reserve list. If the candidate selected for the position withdraws or is unable to take up the assignment, a candidate from the reserve list may be selected.

The contract will be issued by the Agency of Youth Affairs in 2027.

Please note that preparatory meetings will be organized from January 2027. Only selected candidates will be informed of the exact dates.

All applicants will be notified of the selection results by 17 December 2026 and

informed of any further steps. Questions may be sent to LTpresidency2027@jra.lt.

APPLICATION CHECKLIST

The following must be included in the application:

- Full name (as in ID document);
- Country of residence;
- E-mail address and, where the applicant chooses to provide it, telephone number;
- CV in an accepted file format;
- Cover letter containing the information and answers required in this Call;
- Video message in English, lasting maximum five minutes, or a secure link to the recording;
- Estimate of the number of working days, up to a maximum of seven days, with a detailed work plan.

Applicants are requested not to include copies of identity documents, personal identification numbers, special categories of personal data, or other personal information that is not relevant to the assessment of the application.

The Privacy Notice for Applicants below forms an integral part of this Call. No separate consent or data protection disclaimer is required in the CV or cover letter.

COVER LETTER

Please attach a cover letter explaining your motivation to become the National Facilitator of the European Youth Conference in Vilnius, Lithuania, on 8–11 March 2027.

The cover letter must also include information on: (i) your experience working with international and diverse groups with different profiles and levels of knowledge; (ii) your background and experience in a youth organization; and (iii) your knowledge of topics related to European youth. Please also provide an estimate of the number of working days required, up to a maximum of seven days, together with a detailed work plan.

SHORT VIDEO MESSAGE

Please submit a video or audio message in English, lasting maximum five minutes, explaining how your experience matches the profile of the EUYC National Facilitator, your motivation for applying, and the innovative approaches you could bring to engaging a large international audience.

Accepted formats are MP4, MOV, MP3, ZIP and RAR. The maximum file size is 10 MB. Where the file exceeds this limit, please provide a secure download link, for example via MS SharePoint, Google Drive or WeTransfer.

PRIVACY NOTICE FOR APPLICANTS

Selection of Harvesters for the European Youth Conference, 8–11 March 2027

1. Data controller

The controller of your personal data is the Agency of Youth Affairs, legal entity code 188681478, S. Konarskio g. 35, LT-03123 Vilnius, Lithuania, e-mail info@jra.lt.

You may contact the Data Protection Officer of the Agency of Youth Affairs by e-mail at dap@jra.lt.

2. Purposes of personal data processing

Your personal data will be processed for the following purposes:

- receiving, registering and administering your application;
- verifying whether you meet the eligibility and selection requirements;
- assessing your professional experience, competences, knowledge, motivation and suitability for the position;
- communicating with you in relation to the selection procedure;
- preparing the main and reserve lists of candidates and documenting the selection decision;
- handling requests, complaints and legal claims relating to the selection procedure;
- concluding and administering a service contract with the selected candidate;
- complying with applicable document management, accounting, audit and funding requirements.

3. Legal basis for processing

Personal data required to receive, administer and assess your application and to carry out the selection procedure will be processed under Article 6(1)(b) of Regulation (EU) 2016/679, as processing is necessary in order to take steps at your request prior to entering into a contract.

Where you are selected, personal data necessary for the conclusion and performance of the service contract will also be processed under Article 6(1)(b) of Regulation (EU) 2016/679.

Where the Agency of Youth Affairs is required to process or retain selection, contractual, accounting, audit or project documentation under applicable law or binding funding rules, personal data will also be processed under Article 6(1)(c) of Regulation (EU) 2016/679.

The processing of your application is not based on consent. Submitting an

application constitutes a request to participate in the selection procedure and does not constitute consent to personal data processing.

4. Categories of personal data processed

Depending on the information included in your application, the following categories of personal data may be processed:

- full name, country of residence and contact details;
- information about education, professional experience, training, competences, language skills, volunteering and youth-related activities;
- information included in your CV, cover letter and other application materials;
- information concerning your harvesting, note-taking, reporting and analytical experience, knowledge of youth policy, preferred thematic areas and availability;
- your image, voice and statements contained in the video or audio message;
- information about a proposed harvester-facilitator team and the complementarity of the team members;
- references, links and examples of work voluntarily provided by you;
- correspondence relating to the selection procedure;
- assessments, scores, panel comments, the selection decision and information on inclusion in the main or reserve list;
- where you are selected, information necessary to conclude and administer the contract.

The Agency of Youth Affairs does not request special categories of personal data. Please do not include information about health, political opinions, religious or philosophical beliefs, trade union membership, sexual orientation or other sensitive personal circumstances in your application unless such information is specifically requested by the Agency or is necessary in connection with a reasonable accommodation requested by you. Where special categories of personal data are processed, the Agency will ensure that an applicable condition under Article 9(2) of Regulation (EU) 2016/679 is met.

5. Source of personal data

Personal data will primarily be obtained directly from you through your application, submitted documents, any video or audio recording submitted by you, and subsequent correspondence.

Where you provide references or information about a proposed team member, you should do so with that person's knowledge.

6. Requirement to provide personal data

The information and documents expressly required in this Call are necessary to assess your eligibility and suitability for the position. If you do not provide the required information or documents, the Agency of Youth Affairs may be unable to assess your application. Any additional information, references or links not expressly required in the Call are provided voluntarily.

7. Recipients of personal data

Your personal data may be accessed or received by:

- authorised employees of the Agency of Youth Affairs;
- members of the selection panel established by the Agency of Youth Affairs, including representatives of the Ministry of Social Security and Labour of the Republic of Lithuania and the Lithuanian Youth Council, who process the data solely for the purposes and within the scope determined by the Agency of Youth Affairs and are subject to confidentiality obligations;
- information technology, electronic communication, file storage and document management service providers acting on behalf of the Agency of Youth Affairs;
- public authorities, auditors, funding bodies, courts or supervisory authorities where disclosure is required by law or is necessary for the establishment, exercise or defence of legal claims.

The institutions represented on the selection panel may not use applicants' personal data for their own independent purposes.

8. Transfers outside the European Economic Area

The Agency of Youth Affairs does not intend to transfer applicants' personal data outside the European Economic Area. If a service provider used by the Agency involves such a transfer, it will be carried out only in accordance with Chapter V of Regulation (EU) 2016/679 and subject to the safeguards required by that Regulation.

Where you voluntarily use an external file-sharing platform to submit a recording or other documents, the processing carried out independently by that platform is governed by the platform provider's terms and privacy information.

9. Retention periods

Applications, recordings and related correspondence of candidates who are not selected will be retained for one year after the final selection decision. Data of

candidates included in the reserve list will be retained for the period during which the reserve list remains valid, but no longer than one year after the final selection decision.

Personal data of the selected candidate that are necessary for the conclusion and administration of the contract will be retained in accordance with the retention periods applicable to contractual, accounting, project, audit and document management records. Where a complaint, dispute, audit or legal proceeding is pending, relevant data may be retained until the matter has been finally resolved.

10. Your rights

Subject to the conditions and limitations established in Regulation (EU) 2016/679, you have the right to:

- obtain confirmation as to whether the Agency of Youth Affairs processes your personal data and access such data;
- request the rectification of inaccurate or incomplete personal data;
- request the erasure of personal data;
- request restriction of processing;
- receive the personal data provided by you in a structured, commonly used and machine-readable format and transmit those data to another controller, where the processing is based on Article 6(1)(b) of Regulation (EU) 2016/679, is carried out by automated means and the other conditions for data portability are met.

These rights are not absolute. The Agency of Youth Affairs may be required to retain certain data in order to comply with a legal obligation, document the selection procedure or establish, exercise or defend legal claims.

Requests concerning the exercise of your rights may be submitted to info@jra.lt or dap@jra.lt.

11. Automated decision-making

No decision concerning an applicant will be based solely on automated processing, and applicants will not be subject to profiling.

12. Right to lodge a complaint

If you believe that your personal data have been processed unlawfully, you have the right to lodge a complaint with the State Data Protection Inspectorate of the Republic of Lithuania, L. Sapiegos St. 17, LT-10312 Vilnius, Lithuania, e-mail ada@ada.lt, website <https://vdai.lrv.lt/>.

Before lodging a complaint, you may also contact the Data Protection Officer of the Agency of Youth Affairs at dap@jra.lt.