



WORLD CONGRESS OF YOUTH

<http://www.wcyworld.org>

International Secretariat

World Congress of Youth

NATIONAL PRESIDENT MANUAL

Edition 2003

The World Congress of Youth Mission Statement

We, the youth of the world, in the interest of promoting and protecting the welfare of fellow youth throughout the world hereby reaffirm our commitment to serve, to represent, and to lead youth in the new millennium.

Our goal is to strengthen the educational, cultural, environmental, political and social conditions of youth and to be the spirit of the international youth movement.

Introduction

Hello and welcome to the World Congress of Youth!

This Manual is intended to help Presidents of newly National Committees who will lead their respective Nations into the next year. We are trying to make this manual as simple as possible so you all understand what your mission is all about. Once again, thank you for taking a leadership position within the World Congress of Youth and I wish you a great year. If you have any problems, please contact the international secretariat at this email address: worldcongress@wcyworld.org.

Congress

of Youth

Richard Y. Konan
Secretary-General

“The future of our world rests on the shoulders of the current generation of youth leaders active in their organizations, their communities and their nations”

How to start?

As president of the National Committee in your country, you have the opportunity to be part of this great network of young leaders. As a leader, we believe you have the ability to inspire. Therefore, your first steps will be to form your staff.

1-Staff Requirements (at least 12 members)

Your team must include those positions:

- 1- President (you)
- 2- Deputy-President
- 3- JAG Officer
- 4- Vice-President Finance
- 5- Vice-President External and Partnership
- 6- Vice-President Communication
- 7- Vice President Membership
- 8- Political Researcher

And 5 others members that will be in charge of the WCY Standing commissions ([Justice and Human Rights](#), [Information Technology](#), [Fundraising](#), [Science](#), [Education](#))

Once your team is formed, please send the name and resume of each member to the International Secretariat for final approval. The WCY wants to make sure that your selection is made without any kind of discrimination and also we want to have records of all members involved in our networks.

You will receive a letter by mail or email from the international secretariat regarding your membership submission. If your selection is approved, you can move to the 2nd stage.

2-Incorporation

Before you start the incorporation process, please make sure you know about current laws in your country and what documents are needed for the process. Most of the time, the appointment letter will fit, but if your country have special laws and you require something else, please let the secretariat know as soon as possible.

Please make sure you register the WCY in your country as a **Not-for-Profit organization**. Visit the website <http://www.wcyworld.org> for any information about the organization. Also remember that WCY deals also with politics. Therefore registering the WCY as a non-political organization will limit your action and may cause you and your staff some troubles in case you conduct a political action.

Once you receive your incorporation receipt (even if it is a temporary permit), please fax it to the International Secretariat at **1 (253) 498-7444**.

Fail to fax your receipt to the I.S (Int'l Secretariat) will delay the activation of your committee.

3-Advisory Board

Each national committee in order to fulfill their mission needs a strong network of partners. Your advisory Board can be comprised of outstanding leaders from your government, civil society, UN, NGOs and business community.

Corporate partners are not excluded.

Composition: (at least 11 members)

- **(2)** Individuals from your government (senator, political leaders, mayor, governor, president, congressman, etc...)
- **(3)** Individuals from the business community (CEO, CFO, HR)

- **(2)** Individuals from your local UN agencies (WB, IMF, UNESCO, UNDP, UNEP....)
- **(2)** Individuals from civil society
- **(2)** Individuals from the universities and colleges (professor, assistant professors...)

The complete list of your advisory board or the list of persons you intend to approach needs to be sent to the International Secretariat. If you encounter some difficulties approaching some leaders, provide us with their fax number, we will send them a letter to confirm our support to your choice.

It is important that by the time you send your activation application, you get a least 2 advisors. Failure to form your advisory board will show that you do not have any support in your country or/and attest of your weak leadership ability. Please try your best; we will help as much as we can.

4-Activation Fee

It is very important that all committees pay the compulsory activation fee of **\$10 US**.

Payment will be made by money order or western union to the Chief Financial Officer of the WCY, more details will be given on this matter later on.

After reception of the activation fee, the International Secretariat will send you via mail, the *Partial Membership to the WCY*

Partial membership will be granted to all chapters that complied with the above regulations. As opposed to *Full Membership*, the partial member committee is a national committee in probation, the probation period is 12 months, on the anniversary of the date that your partial membership was issued, the international

secretariat steering membership committee will decide according to a set of criteria whether or not to grant *Full Membership* to your committee.

This subject will be developed later in the next edition since most committees are still new.

Conclusion

It is a great pleasure to work with all of you, the secretariat exist because you are there, please feel free to contact us by any means for anything you need.

*"Vision without Action is merely a Dream,
Action without Vision is merely passing Time, but
Action with vision can change the WORLD.."*

Nelson Mandela