

Terms of Reference

YOUTH
CLIMATE
COUNCIL
ALLIANCE

Position: Europe Regional Coordinator
Duration: 1 year (Part-time)
Location: Remote
Reports to: YCCGA Global Coordinator
Start Date: March, 2026

About Us

The Youth Climate Council Global Alliance (YCCGA) is a network of youth advisory bodies around the world that work with public offices and youth climate movements to establish institutionalized mechanisms for youth participation in local climate policy-making. Our activities are centered around replicating institutionalized Youth Climate Councils, fostering engagements and collaboration within Youth Climate Councils, and executing cross-regional policy advocacy and engagement. The YCCGA, beyond its influence and impact on the international level, also seeks to facilitate cross-regional collaboration and policy advocacy initiatives, building a collective effort to address global climate challenges and promote youth-led solutions at the regional level. Introducing the role of regional coordinators significantly impacts the inclusivity of the YCCGA, as members of respective YCCs are able to interact with the YCCGA coordination team in their mother tongues.

Learn more about our work and impact at youthclimatecouncil.com and follow us on social media @YCCGAlliance.

Background

The Regional Coordinator serves as the key connecting point between the Global Coordinator and the Country Coordinators within the region. The role exists to support and enhance the overall effectiveness of the YCCGA by facilitating smooth communication, collaboration, and project coordination among the Youth Climate Councils in the region. As part of this mandate, the Regional Coordinator is responsible for organizing regional Youth Climate Council activities, such as workshops and training sessions, to strengthen the capacity of Youth Climate Councils within the region. The role also involves coordinating and facilitating joint and replicated projects across countries in the region, fostering cross-border initiatives and promoting regional policy advocacy.

Key Responsibilities

1. Engagement with Youth Climate Councils

- Collaborate with the global coordinator to facilitate effective communication between the YCCGA and the Youth Climate Councils in the region.
- Act as a liaison between the global coordinators and the Youth Climate Councils, ensuring the flow of information and resources.
- Support in advocating for the interests and concerns of Youth Climate Councils within the region and at the global level.

2. Support for Youth Climate Councils

- Assist the global coordinator in addressing the need and providing technical support to Youth Climate Councils within the region.
- Coordinate the organization of regional Youth Climate Council activities (workshops and training sessions) to strengthen the capacity of Youth Climate Councils within the region.

3. Project Coordination

- Coordinate and facilitate joint projects among Youth Climate Councils within the region, fostering cross-border initiatives and policy advocacy.
- Work closely with global coordinators to identify potential collaboration opportunities for Youth Climate Council projects at the regional level.

4. Policy Engagement and Cross-regional Policy Advocacy

- Provide strategic policy landscape opportunities within the region, including connecting policy initiatives within the YCCs in the region and following up on critical policy developments.
- Explore potential partnerships and strategic engagements for effective policy influence in the region
- Coordinate policy engagements, advocacy campaigns, and initiatives within the region.

5. Fundraising

- Support in building fundraising strategies for regional project collaboration and policy advocacy campaigns
- Support in drawing a 5-year fundraising plan for the YCCGA.

6. Communication and Reporting

- Regularly update the global coordinator on activities, progress, and challenges faced by Youth Climate Councils within the region.
- Facilitate and coordinate the sharing of best practices, success stories, and lessons learned among Youth Climate Councils in the region.

Skills & Competencies

- Strong commitment to the mission and values of the YCCGA.
- Experience in youth leadership, climate action, or leading Youth Climate Council activities.
- Strong communication skills, including report writing and the ability to speak an additional regional language.
- Ability to work effectively with diverse, multicultural stakeholders across different time zones.
- Strong organizational, people management, and project management abilities (including familiarity with relevant tools and platforms like Slack and Zoom).
- Ability to work both independently and collaboratively.
- Fundraising skills.
- Availability for regular virtual meetings and occasional regional travel (if needed).

Required Qualifications

- Minimum academic requirement of a Bachelor's degree in Climate/Environmental Studies, Development Studies, Public Policy, International Relations, Social Sciences, or any related field.
- At least 2-3 years of relevant professional experience in the non-profit sector, with experience in coordination, youth engagement, climate action, or policy advocacy.

- Basic knowledge of project coordination principles, stakeholder engagement, and regional climate policy processes.
- Substantial level of self-organization, being methodical, setting priorities, and paying attention to detail.

Terms & Conditions

- Contract duration: 1 year (Part-time)
- Working hours: 25 hours per week
- Working language: English
- Salary: between **USD400 to USD500** based on experience.

How to Apply

- Prepare your application package consisting of a one-page cover letter stating your interest in the role and highlighting your achievements relevant to the role, as well as a recent CV - all merged into one PDF.
- Ensure that your application package is accessible and not more than 5MB in size.
- Access the application form at:

bit.ly/EuropeanRegionalCoordinatorApplication or scan the QR Code:

Be sure to complete the form fully with your accurate information before submitting it.



Equal Opportunity and Employment Policy

YCCGAs' hiring policy is geared to ensure that the organization hires employees without regard to their race, color, religion, tribe, citizenship, gender, marital status, socio-economic background, or sexual orientation. YCCGA's policy is that applicants for employment and career progression are considered solely based on their relevant qualifications and competencies, and are between the ages of **20 and 35 years**.

Please note that applications received after the deadline cannot be considered. YCCGA will only contact applicants shortlisted for this position. Shortlisted candidates will be contacted in January. However, we would recommend regularly checking our website or social media channels for opportunities we continually make available.

DEADLINE: FEBRUARY 13, 2026.