

UCLG-MEWA

Volunteering Program



Lead by:

UCLG-MEWA Research & Development (R&D) and Projects Department

Section	Actions
<p>Section 1</p> <p>Duration: 5 Days</p>	<p style="text-align: center;">Orientation</p> <ul style="list-style-type: none"> • Icebreaking • UCLG-MEWA Presentation • Reading list <ul style="list-style-type: none"> ○ UCLG-MEWA Constitution [AR] [EN] [TR] ○ The Sustainable Development Goals: <i>What Local Governments Need to Know</i> [AR] [EN] [TR] ○ New Urban Agenda [AR] [EN] [TR] ○ Universal Declaration of Human Rights [AR] [EN] [TR] • Website Overview¹ <ul style="list-style-type: none"> ○ UCLG-MEWA ○ UCLG World Organization ○ UCLG Sections <ul style="list-style-type: none"> ■ UCLG Africa ■ UCLG-Aspac

¹ **Task Description:** At this stage, each volunteer is expected to visit the provided websites and familiarize themselves with the structure and functioning of each organization under the UCLG umbrella. The purpose of this exercise is to gain an initial understanding of how these organizations operate and contribute to the global network.

	<ul style="list-style-type: none"> ■ UCLG-Eurasia ■ UCLG Europe - Council of European Municipalities and Regions (CEMR) ■ UCLG Latin America <ul style="list-style-type: none"> ● FLACMA ● Mercociudades ■ UCLG North America - Federation of Canadian Municipalities (FCM) ■ UCLG Metropolitan Section - METROPOLIS
<p>Section 2</p> <p>Duration: 5 Days</p>	<p>Thematic Committee Selection and Research</p> <ul style="list-style-type: none"> ● Select one UCLG-MEWA Thematic Committee ● Review committee mandate and objectives ● Review committee activities and publications ● Identify relevant Sustainable Development Goals ● Review related international frameworks and agendas ● Explore good practices from local governments <p>Task Description: Each volunteer will select one UCLG-MEWA thematic committee according to their interests. The volunteer is expected to conduct introductory</p>

	<p>research on the selected committee and prepare a brief overview covering its priorities, key challenges, international policy frameworks and local government relevance.</p> <p>Deliverable: Committee Briefing Note (2–3 pages)</p>
<p>Section 3</p> <p>Duration: 5 Days</p>	<p>International Days and Advocacy</p> <ul style="list-style-type: none">• Identify international days related to the selected committee• Review UN resolutions and advocacy materials• Analyze the local government dimension of the selected issue• Review municipal good practices• Develop advocacy content <p>Examples:</p> <p><u>MEWA Women</u></p> <ul style="list-style-type: none">• International Women's Day• International Day of the Girl Child• International Day for the Elimination of Violence against Women

Environment

- World Environment Day
- World Water Day
- World Soil Day

Social Inclusion

- World Refugee Day
- International Migrants Day
- Human Rights Day

Task Description: Volunteers are expected to select one international day related to their thematic committee and prepare advocacy materials highlighting the role of local and regional governments in addressing the selected issue.

Deliverable:

- Information Note
- Social Media Content
- Advocacy Messages

Section 4

Duration: 5 Days

Committee-Based Output Development

Objective: Supporting volunteers to transform the knowledge acquired throughout the program into a practical output that can contribute to UCLG-MEWA's thematic work and knowledge resources.

Activities: Based on their selected thematic committee, volunteers will prepare one of the following:

- Policy Brief
- Good Practice Note
- Municipality Profile
- Committee Background Note
- International Framework Summary
- Advocacy Toolkit

Examples:

MEWA Women

- Women's participation in local decision-making
- Local Equality Action Plans

	<ul style="list-style-type: none"> ● Gender-responsive municipal services <p><u>Committee on Environment</u></p> <ul style="list-style-type: none"> ● Climate Action Plans ● Nature-Based Solutions ● Waste Management Practices <p><u>Committee on Culture and Tourism</u></p> <ul style="list-style-type: none"> ● Cultural Heritage Protection ● Creative Cities Initiatives ● Sustainable Tourism Practices <p>Task Description: Volunteers are expected to prepare a short analytical document related to their selected committee. The document should demonstrate research skills, policy understanding and the ability to connect global agendas with local government practices.</p> <p>Deliverable: Committee Output (2–3 pages)</p>
Section 5	Final Presentation and Evaluation

Duration: 5 Days

Activities

- Presentation of committee outputs
- Peer feedback session
- Evaluation meeting
- Program reflection

Task Description: Each volunteer will present the main findings and recommendations of their final output. The session aims to encourage knowledge sharing and allow volunteers to reflect on their learning experience throughout the program.

Deliverable: Presentation