



BERT MASON YOUNG AMBASSADOR AWARD: Rules of Procedure

Preface

The aim of the Young Ambassador award is twofold:

- Recognise, encourage and support young people who are actively involved in the welfare of the community
- Raise the profile of Lions and increase our own service activities

In order to recognise these young people, a competition between European finalists will take place at the annual Europa Forum. Awards will be made to the winning finalists.

The Young Ambassador Award has its own logo to give it European status. This logo will be used for the European Final and by the Forum members to promote this Award.

A. Finalists:

1. To be eligible, finalists must be no younger than 15 and no older than 18 on 30th June in the year Europa Forum is held.
2. Each member of the Europa Forum may nominate one and only one participant for the competition.
3. Forum members are countries or states as defined in Article III - Rules of Procedures of the Europa Forum.
4. Finalists must be registered with the Chairman of the European Committee by the end of June in the year of the competition, using the application form provided.
5. The finalists' costs for attending the competition will be the responsibility of the entering members.

B. Competition:

1. The interview: Each finalist will be interviewed by three judges. They may if they wish display photographs and illustrations of their work, but no electronic presentations may be used. They may also choose to have an interpreter if they wish. It is suggested that the presentation and interview should last a maximum of 20 minutes.
2. The judges: The competition is judged by three "non-Lions", male and female, from the service sector, education and Industry. One of the judges should be appointed as lead.
3. The judging: marks will be allocated as follows:
Community service activity 50% of the marks
Personality and demonstration of leadership qualities 15% of the marks
The use of the prize money 15% of the marks
The ability to speak about their service activities 20% of the marks (with an interpreter if required).
A marking sheet will be completed for each finalist from which the winners are identified.

The prizes will be awarded as follows and are required to be spent on their project:

1 st prize	:	3.500 EUR
2 nd prize	:	1.000 EUR
3 rd prize	:	500 EUR

C. Host Country's Responsibilities:

1. Designating a contact member from the Host Committee to act as the link between the Young Ambassador European Committee and the Planning Committee. This is to ensure smooth and efficient implementation of the award in respect of the following:
 - a. Arrangements for the competition itself.
 - b. Organise three judges for the competition. One of the judges should have previous experience of judging at Europa Forum and will be nominated by the Young Ambassador European Committee. Obviously, it keeps costs down when two of the judges are local. The Host Committee is responsible for booking and paying for overnight accommodation and travel expenses.
 - c. Activities for the candidates whilst at Forum.
 - d. This contact should be able to communicate in English.
2. Providing access badges to the Forum venue for the judges, finalists and a maximum of two supporters (being non Lions/Leos) per participant. Lions and Leos who may additionally wish to support the candidate would be expected to pay the normal Forum entrance charges.
3. Providing facilities for the judges to conduct the interviews in private and discuss the finalists' results, including waiting facilities for the finalists and their supporters.
4. Providing the opportunity for the finalists to make their presentations to an audience of those attending the Forum. This would normally follow immediately after completion of the judging.
5. Providing time at the Closing Ceremony of the Europa Forum for the winner to make a short presentation to the European Council. A trophy and replica will be presented to the winner and certificates and a money prize presented to the winner and the second and third prize winners. The prize money will ideally be sent through bank transfer. All European finalists will receive a Certificate of Participation.
6. The replica should include an inscription in the following style: "Europa Forum Birmingham Young Ambassador European Winner 2014" and include the Lions logo.
7. All costs incurred in carrying out the above including the prize money of EUR 5000. The host country may seek sponsors to provide funds for these expenses.

D. The European Committee:

1. The Committee consists of one representative from each of the two future Forums, the present Forum and immediate past host members, as well as a representative from Belgium, British Isles and Ireland, and Germany. The three latter were the founding countries of the competition.
2. An elected Committee Chairman presides for a three year period and can be re-elected for a further three years, a maximum term of six years.

E. Responsibilities of the European Young Ambassador Chairman:

1. Liaise with the Host Committee of the Forum.
2. Find out who the right contact is!
3. Accommodation for the candidates. It was agreed by the committee that where possible, the Host Committee would find accommodation with local Lions or Leos in order to keep the expenses down.
4. Ensure that the finalists have a sit down dinner together on the Friday evening.
5. Send information about the workshop, meeting and presentation to the Host Committee.
6. Attend Europa Forum. Run a workshop and chair the meeting of the European Committee and the finalists' presentations to Lions. Ensure minutes are produced and circulated. Ensure that attendance lists and contact details are kept of all Lions who attend Young Ambassador events, email addresses being particularly important.
7. On return from Europa Forum, email attenders to thank them for attending and attach the application form and guidance notes for next year's competition.
8. At regular intervals between each Forum, email these Lions to keep their interest in the competition.
9. Ensure that the application form and guidance notes for the Young Ambassador competition are on the Europa Forum website.
10. Receive application forms from finalists' sponsoring Forum members and approximately one month prior to the Forum; send these to the three judges, together with judges' roles and responsibilities, instructions as to where to meet for the competition and supplying them with scoring sheets. Elect one of the judges to be chairman.
11. Arrange for the trophy to be returned to the Forum and ready for presentation to the next winner. Replica trophies for the winner are the responsibility of the Host Committee.

F. Responsibilities of the European Committee Members

1. Members should be present at the committee meetings.
2. If members cannot be present, they should nominate a suitable replacement.
3. As the meetings will be conducted in English, all committee members should have a good understanding of the language to avoid misinterpretation.