

## FRA's Pilot Youth Advisory Panel Terms of Reference (ToR)

Introduction.....	2
Objectives and composition of the Pilot Panel.....	2
Activities of the Pilot Panel.....	2
Functioning of the Pilot Panel .....	3
Benefits and learning opportunities.....	4
Commitment .....	4
Application and selection .....	4
Confidentiality and data protection .....	5

## Introduction

The European Agency for Fundamental Rights (FRA) is an independent centre of reference and excellence for promoting and protecting human rights in the EU.

Fundamental rights belong to everyone in the EU, and we help promote and protect those rights by working with stakeholders from the local to the international level.

Systematic and structured input from young people contributes to meaningful youth participation in democratic processes. It also aligns with the [EU Youth Strategy \(2019–2027\)](#) by empowering young people and encouraging their active participation in decision-making processes.

Therefore, FRA plans to activate a Youth Advisory Panel (Panel) by 2027 to provide a space for a structured way of meaningful, safe, inclusive, and participatory engagement of young people on fundamental rights in the EU. Concretely, the Panel will provide advice to FRA's Director from a youth perspective on future (strategic) priorities as well as planned and ongoing activities.

In preparation for this Panel, a Pilot Youth Advisory Panel (Pilot Panel) will develop and test the structures, procedures and planned activities two years before the implementation of the Youth Advisory Panel.

## Objectives and composition of the Pilot Panel

The Pilot Panel will engage directly with FRA and provide proactive and constructive advice to the Director from a youth perspective on the functioning of the Pilot, the future Youth Advisory Panel and the Agency's proposed choice of activities. It will also provide relevant input from a youth perspective on selected activities of FRA and act as a platform for consultations with youth at risk of social exclusion.

The Pilot Panel will comprise seven young persons aged 18-to-25 years (born in 1999–2006) with diverse geographical and socio-demographical backgrounds. The members must have experience working with or engaging in a European, National or local CSO or youth advocacy. Pilot Panel members should have diverse interests and experiences in the areas of human or fundamental rights and/or topics such as social exclusion and intergenerational solidarity, discrimination, digitalisation, the impact of climate change, rights of children, young people, youth and child participation, Roma inclusion, migration, LGBTIQ issues, gender equality, and other issues relevant for FRA and from a fundamental, human or social rights perspective.

The Membership of the Pilot Panel is voluntary and without remuneration, and the Pilot Panel will not hold decision-making power.

## Activities of the Pilot Panel

After establishing the Pilot Panel, an in-person kick-off meeting, including induction training, will take place at the premises of FRA in Vienna. During this meeting, FRA and the Pilot Panel will co-develop appropriate procedures and working methods that allow open and trustful exchanges and cooperation.

More concretely, but not exclusively, the Pilot Panel will:

- co-develop, provide input to or feedback on
  - the draft Terms of Reference (ToR) for the Pilot Panel and the draft ToR for the Youth Advisory Panel (2027)
  - the draft Rules of Procedure (RoP) for the work of the Pilot Panel and the draft RoP for the Youth Advisory Panel (2027)
  - the functioning of and the proposed activities for the Pilot Panel
- provide constructive advice to the Director from a youth perspective on
  - future (strategic) priorities of FRA, e.g. pointing out oversights or gaps and highlighting areas of particular interest from a youth perspective
  - projects planned for the years 2026 and 2027 (based on FRA's Single Programming Document) and ad-hoc activities
- have a leading role in organising intergenerational dialogues and participate in the dialogues themselves.

The Pilot Panel can propose additional activities or engage in other activities that can be supported by FRA.

FRA shall provide feedback to the Pilot Panel on their advice and recommendations and engage in discussions with the Panel members regarding all relevant follow-up activities.

## **Functioning of the Pilot Panel**

In the first quarter of each year, an in-person meeting shall take place at FRA premises. This meeting is compulsory as it is linked to relevant team building, training and information exchange.

Other meetings will be held online, and each member is expected to attend and be available for exceptionally agreed meetings.

The frequency and types of meetings of the Pilot Panel will be discussed and decided in the first in-person meeting when developing the Rules of Procedure for the Pilot Panel and in cooperation with FRA.

Each Pilot Panel member must respect the communication rules FRA will co-develop with the Pilot Panel members.

FRA will support the work of the Pilot Panel by providing

- draft Terms of Reference, draft Rules of Procedure and draft Rules for Communication as starting points for discussions
- relevant documents or information necessary for the Pilot Panel's activities
- support for organising meetings of the Pilot Panel with FRA and relevant staff
- virtual and/or physical working spaces for meetings
- timely and relevant feedback on information/consultation results
- support through a professional facilitator for the Pilot Panel's in-person meetings and work.

## Benefits and learning opportunities

Members of the Pilot Panel will receive support and benefit from learning opportunities:

- Once a year, an in-person meeting (two full days) at FRA in Vienna is offered (travel and accommodation costs covered by FRA).
- At the kick-off meeting, FRA will provide induction training on its work.
- A professional facilitator will support the work of the Pilot Panel.
- FRA will see to provide opportunities for networking, training and interaction with FRA and external experts.
- Members of the Pilot Panel will benefit from FRA's expertise in fundamental rights, gaining experience working in the EU on a wide range of areas.
- At the end of the two years, each Pilot Panel member will receive a certificate stating their activities and achievements as panel members.
- FRA will support the panel members with 500 € per full year of activity, subject to regular participation in meetings and other activities, to cover additional costs such as internet access or educational material.

## Commitment

### FRA commits to

- provide feedback to the Pilot Panel members on their advice and recommendations, and engage in discussions with the Panel members regarding all relevant follow-up activities.
- ensure a constructive and safe working and mutual learning environment.
- support the Pilot Panel in its activities through a facilitator.
- provide networking and continuous learning opportunities.

### The Pilot Panel members commit to

- be an active member of the Pilot Panel for two years (March 2025 to February 2027) and available for an average of 10 working days a year.
- attend the meetings.
- respect the Rules of Procedure and the Rules for Communication.
- sign the commitment and confidentiality agreement.

## Application and selection

### Application process

- Applications must be submitted via FRA's online application form before the deadline, information that is provided in the information email and [FRA's Newsroom](#). Any application submitted after the deadline will not be considered. The applicants will receive a confirmation email within two working days after submitting their application.
- Applicants **must submit a recent CV, using the [Europass](#) template (please note no other format will be accepted), and a motivation letter**, of not more than two pages, which clearly show their experience working with or engaging in a European, National or local CSO or youth advocacy or other equivalent structure, their interests in fundamental, human and social rights and their possible contribution to the diversity of the panel.
- At any stage of the application process, applicants may withdraw their application by informing [FRA-YouthAdvisoryPanel@fra.europa.eu](mailto:FRA-YouthAdvisoryPanel@fra.europa.eu).

## Selection process

- FRA commits to undertake a fair and transparent selection and to strive for diversity among the Pilot Panel members regarding their geographical and socio-demographical background, and their interests and experiences in the areas of human or fundamental rights and/or topics such as social exclusion, poverty and intergenerational solidarity, discrimination, digitalisation, the impact of climate change, rights of children, young people, youth and child participation, Roma inclusion, migration, LGBTIQ issues, gender equality, and other issues relevant for FRA and from a fundamental, human or social rights perspective.
- FRA's selection committee for the Pilot Panel will evaluate the applications against the criteria set out in the targeted call for interest, draw up a shortlist of applications and carry out online interviews to assess the applicants' motivation, skills, languages and expectations of the participation in the Pilot Panel.
- FRA's selection committee will aim as far as possible for geographical representation and will ensure that the selection procedure does not discriminate on any ground such as sex, race, colour, ethnic or social origin, genetic features, religion or belief, political or any other opinion, membership of a national minority, property, birth, disability, age, gender identity or sexual orientation. At the same time, preference will be given for underrepresented groups and communities.
- Two of the seven available places are reserved for candidates proposed by organisations registered for FRA's Fundamental Rights Platform (FRP). For each organisation, only one candidate is allowed on this list. While the application process is open, the organisation should send the candidate's name to [FRA-YouthAdvisoryPanel@fra.europa.eu](mailto:FRA-YouthAdvisoryPanel@fra.europa.eu) with the title of the email starting with "FRP - Pilot Panel". In parallel, each FRP candidate must apply individually and tick a specific box to self-identify as a FRP candidate. All FRP candidates not selected for the two reserved seats are returned to the general pool for the selection of the five remaining seats.
- Based on the reserve lists, online interviews will be held in February 2025 with the most promising candidates and a ranking established, based on which FRA's Director will select the Pilot Panel members.
- **Only successful applicants will be notified by the Selection Committee.**
- FRA will retain a reserve list of candidates in case replacements are needed.

## Confidentiality and data protection

The work of FRA can be sensitive, and some information may be required to be treated as confidential. FRA will decide on an ad-hoc basis what can be shared with the Pilot Panel. Members of the Pilot Panel have to agree to handle information provided to them with utmost care and will be asked to sign a declaration of confidentiality.

The processing of personal data by FRA is governed by Regulation (EC) N° 2018/1725. By submitting an application, the applicant is understood, in the sense of Article 5 (d) of the Regulation, to have given their consent to the processing of their personal and financial data. Applicants are advised of the details related to the processing of their personal data and are explicitly required to give their consent when submitting the application.

These rules shall apply to the call for applications for FRA's Pilot Youth advisory Panel launched in January 2025.