



North-South Centre of the Council of Europe

JMA Steering Group: Terms of Reference

Joint Management Agreement between the European Commission and the North-South Centre of the Council of Europe

A Steering Group has been created to advise and monitor the implementation of activities related to the "*Joint Management Agreement for global/development education and raising public awareness in Europe and beyond*" between the European Commission (Europeaid Cooperation Office) and the European Centre for Global Interdependence and Solidarity of the Council of Europe (hereafter, the North South Centre) (DCI-NSA/2008/168-814).

1. Composition

The Steering Group is composed of one representative from each of these institutions/organisations:

- North-South Centre of the Council of Europe;
- European Commission, Europeaid Cooperation Office;
- Ministry of Foreign Affairs of the Republic of Slovenia;
- Ministry of Foreign Affairs of Belgium;
- Ministry of Foreign Affairs of the Czech Republic, Development Agency;
- Ministry of Foreign Affairs of Portugal, Portuguese Development Agency (IPAD);
- European Youth Forum (YFJ);
- CONCORD (European platform of NGDOs);
- Platforma – the Platform of European Local Authorities in Development;
- European Network of Political Foundations (ENOP);

Each member of the Steering Group may change its representative or appoint an alternate, upon the giving of reasonable notice to the other members of the Steering Group.



2. Roles and responsibilities

The roles and responsibilities of the Steering Group will include the following:

1. To advise the North-South Centre of the Council of Europe and the European Commission on the annual programming of activities in the framework of the "*Joint Management Agreement for global/development education and raising public awareness in Europe and beyond*" in accordance with the principles established in the thematic programme;
2. To monitor on the basis of defined indicators the progress on the implementation of the above activities and ensure their adherence to the project plan in order to reach the set objectives;
 - a. to raise public awareness of issues of global interdependence and solidarity in Europe and beyond, and to promote dialogue, networking strategies, capacity building and exchange of good education practices in the field of global/development education and
 - b. to strengthen public understanding and critical support for development cooperation and to contribute to the efforts of the international community to implement the Millennium Development Goals.
3. To liaise with the Monitoring Group on the Follow-up of the Africa Europe Youth Summit as it concerns the activities implemented under the "Africa-Europe youth cooperation" component of the project;
4. To ensure effective communication and dissemination of the activities and results within each of the participating institutions and through its member organisations and networks (through regular reports); to provide pertinent feedback for the implementation of activities;
5. To consider and recommend strategies to enhance the impact of the programme and strengthen its visibility;
6. To consider and recommend strategies to ensure the sustainability of the project, the continuation and development of the initiatives undertaken, after the present duration of the project;
7. To advise on the coherence and complementarity of the project activities with other initiatives in the field of global development education and Youth cooperation.

3. Meetings

The Steering Group will meet twice a year. In principle, the meetings will take place in Lisbon or in Brussels, headquarters of the NSC and the EC, respectively. However, if duly justified, the Steering Group shall meet in any other location of convenience for its members.

Travel and accommodation cost for the participation in the meetings can be reimbursed through the budget of the JMA. Convocation and other relevant meeting documents are sent to the members four weeks prior to the meeting and draft meeting reports are preferably provided within four weeks after the meeting.

4. Duration

These terms of reference will expire upon the termination of the period of implementation of the JMA, on 31 December 2011.