

## **WORKPLAN for THE OFFICE of VICE PRESIDENT UN (2014-2017)**

### **WORK PACKAGE 1: DISSEMINATION of UN WORKS**

**Main Goal:** The main goal is increasing awareness about UN works among our members.

#### **Major Components:**

I.1 UN link on the web-page of BPW International for disseminating up-dated information

I.2 Re-starting of WEBEX for archiving

I.3 Social Media Tools for increasing awareness and disseminating information by ad-hoc initiatives CSW, CEDAW, SDG's, Beijing+20, WEPs and etc.).

#### **Pre-requirements:**

- Finalization of Handover process.
- Contracting with UN Administrator <sup>1</sup>for new term.
- Consulting with IT Officer.
- Determination of Budget.

**Proposed Time to start:** September, 2014

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<sup>1</sup> Please see the attachment for the tool prescribed to identify UN Administrator

## **WORK PACKAGE 2: EFFECTIVE PARTICIPATION IN CSW PROCESSES**

**Main Goal:** Providing effective and sustainable commitment to prepare annual sessions of the Commission on the Status of Women which is the most functional commission of the United Nations Economic and Social Council (ECOSOC).

### **Major Components:**

II.1.1 Nomination of D20 according to the **new tool** <sup>2</sup>

II.1.2 Nomination of the delegates from different regions is preferable

II.1.2 Participation of large number of UN Representatives (or representatives of UN Agencies) in CSW Processes, is preferable.

II.1.3 Participation of equal number of UN Representatives (or representatives of UN Agencies) who will involve in the first and second weeks of CSW Processes, is preferable.

II.1.4 Member state delegates will not be among D20.

### **II.2 Activities during the processes**

II.2.1 Workshops (before 1st week and 2nd week) on the functioning of CSW has to be organized and is a mandatory for non-UN-Reps. In the workshops;

- Introduction on how the CSW works,
- Procedures in the first and the second week
- Job description of a D20.
- Discussion of the draft outcome document proposed by UN Women
- Language of the UN (abbreviations)
- Key points for reporting
- Tips for creating impact on the outcome documents.

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<sup>2</sup> Please see the attachment II for the tool prescribed to identify D20

- Tips for lobbying in this context mean.

II.2.2 Two morning briefings will be organized in each weeks for D20 and other BPW Members.

- Providing attendance of the official meetings (open to the public) at least by one member in the morning and one in the afternoon.
- Stressing the importance of the regional Caucuses
- Information about **reporting format**<sup>3</sup>

**Pre-requirements:**

- Consultation with UN Representatives to prepare content of the workshops and morning briefs.
- Consultation with UN Representatives in NY for the places to realize workshops and morning briefs.
- Determination of Budget.

**Proposed Time to start:** October, 2014

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<sup>3</sup> Please see the attachment III for the tool for reporting

## WORK PACKAGE III: INSTITUTIONALIZATION

### **Main Goal:**

The consultative statue of BPW International in United Nations is the major personality of our Federation. The UN Representatives at the UN Headquarters in New York, Geneva, Vienna and different UN Agencies are working with full efforts for UN Works on behalf of our Federation. The main goal of this work package is to identify of the most effective UN Representatives through transparent and cooperative process. Because the UN Representatives who will be accredited for the terms of 2014-2015 have to undertake a great responsibility regarding to increasing the number of members (including young BPW members) who are active in UN Works at national, regional and international levels and number of UN Agencies that we will collaborate with besides their major advocacy roles.

### **Major Components:**

III.1 Nomination Process for UN Representatives <sup>4</sup>according to the **new tool**

III.2 For the nomination of UN Representatives, living in the country where the UN Headquarter and/or agency is located (**exceptions for experts on special topics/or people who ensure her participation into the official UN meetings regularly**) is preferable.

### **Pre-requirements:**

- Consultation with experienced UN Representatives.
- Evaluation of documentary on the previous UN works.

**Proposed Time to start:** October, 2014

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<sup>4</sup> Please see the attachment IV for the tool prescribed to UN Representatives

## **WORK PACKAGE IV: AD-HOC INITIATIVES**

**Main Goal:** Increasing in the number of members (including young BPW members) who are active in UN Works at national, regional and international levels.

### **Major Components:**

IV.1 Ad-hoc initiatives on the topics of CSW, CEDAW, SDG's, Beijing+20, WEPs will be started.

IV.2 Communicate with regional coordinators in order to indicate the members who want to active in ad-hoc initiatives.

IV.3 Young BPW members will be encouraged to participate in ad-hoc initiatives.

IV.4 The ad-hoc initiatives have to take a responsibility to disseminate information about UN Works in their region, provide feedback from grass-roots and preferably arrange national and/or regional meetings by the collaboration of the presidents' of national federations and regional coordinators.

### **Pre-requirements:**

- Consultation with UN Representatives.
- Consultation of regional coordinators

**Proposed Time to start:** March, 2015

## **WORK PACKAGE V: E- LEARNING PROGRAM AS A TOOL of CAPACITY DEVELOPMENT AND FUND RAISING**

### **Main Goal:**

The main goals of this package are summarized as increasing in advocacy capacity of our members, opening the doors of corporations to our members professionally as well as creating the subsidiary source of income for BPW International in order to accelerate our services that we provide to women all over the World. Today, in most of the countries, the corporations need gender specialties to create gender-sensitive working places. Without a doubt, the certification by BPW International *-as a most influential women organization in the World-* is going to create an interest among corporations.

### **Major Components:**

V.1 Develop a tailor-made methodologies at 2 levels (2015-January-2016 January). At the 1st level, all of the members will benefit the program free of charge to increase awareness about the basic concepts from the feminist perspective. At the 2nd level, the comprehensive program will be offered to the members who want to become gender specialist in business agent.

V.2 E-Learning programs will be developed (till 2017 January).

V.3. Pilot implementations will be realised at both of the levels till 2017 June.

### **Pre-requirements:**

- Consultation with UN Representatives.
- Consultation with experts and academicians
- Providing individual and institutional collaborations

**Proposed Time to start:** January, 2015

