



MCW Global: Global Ambassador Program Terms of Reference (ToR)

1. General Overview.....	1
2. Program Background.....	1
3. Scope of the Work.....	1
3.1 Requirements.....	1
3.2 Commitments and Deliverables.....	2
4. Role Description.....	3
5. Benefits.....	3
6. Program Duration and Time Commitment.....	4
6.1 Timeline and Duration.....	4
6.2 Time Commitment.....	4
7. Eligibility.....	4
8. Application Process.....	5
9. Contact Information.....	5





1. General Overview

Program Title: Global Ambassador Program

Role Title: MCW Global Ambassador

Reports to: Young Leaders Program (YLP) Team

2. Program Background

The Global Ambassador Program aims to empower a diverse network of alumni young leaders committed to advocating for the mission of MCW Global.

Program Purpose

The Global Ambassador Program aims to strengthen the dynamic global alumni network, co-created and led by MCW alumni. The Ambassadors, who will be holding a volunteering role, will serve as representatives of MCW Global on a global scale, undertaking initiatives that raise awareness about the organization's mission and impact.

By leveraging the alumni network's talent, dedication, and global reach, this program seeks to achieve the following:

- To actively involve alumni in facilitating local initiatives, join, organize, and participate in actions, creating a stronger sense of community and rekindling connections with MCW Global.
- To empower alumni to become Ambassadors, raising awareness about MCW Global's mission and initiatives on a global scale. Alumni, with their established networks and local knowledge, can effectively spread the word about MCW's positive impact.

3. Scope of the Work

3.1 Requirements

- Passionate about MCW Global's mission and making a positive global impact.
- Excellent communication and interpersonal abilities.
- Ability to create and manage local initiatives.
- Ability to create and coordinate a yearly work plan.
- Strong leadership skills and a willingness to inspire others.
- Initiative and ability to work independently.
- Strong commitment to teamwork and collaboration.



3.2 Commitments and Deliverables

Ambassadors are expected to:

- Implement at least three community events that are in line with the goals of the program, in collaboration with the YLP Team (online or in-person). Your creativity is welcome when planning community actions/events.
- Promote the Young Leaders Online Training and Toolkit within your network.
- Connect MCW Global with at least one organization in your country focusing on education, health, or economic security.
- Organize and lead community local actions, events, workshops, and informational sessions to raise awareness about MCW.
- Attend the kick-off training in December 2024 and participate in regular online meetings (the frequency of the coordination meetings will be decided amongst the Ambassadors and the YLP Team during the kick-off training).
- Reach out to educational institutions to promote MCW Global's and MCW Affiliate's programs.
- Create and coordinate a yearly work plan after confirming it with the YLP Team.
- Comply with the Guidebook recommendations and implement initiatives according to them.
- Comply with the MCW Communications Pack and implement initiatives according to it.
- Serve as a representative of the organization at networking events, seminars, meetings, and conferences.
- Promote MCW Global through various social media channels,
- Submit a final report.
- Commit to maintaining consistent communication with the YLP Team and fellow Ambassadors.
- Provide regular updates, at least once a month.
- Report any issues you might face in a timely and reasonable manner.
- Provide feedback and insights to improve future programs and initiatives.
- Adhere to MCW standards of practice.
- Uphold MCW Global's values. The Global Ambassadors are the first point of contact with communities and should emulate MCW in a way that is representative of the MCW values (integrity, compassion, accountability, responsibility, and excellence).

3.3 Resources

- Promotional Materials: Access to posters, leaflets, pins, and T-shirts.
- Training: Kick-off training, presentation templates, and Guidebook.



- Ongoing Support: Continuous coordination and support from the YLP Team.
- Activity Budget: MCW has a small yearly budget that can go towards the implementation of the activities (transportation, promotional material printouts, etc.).

4. Role Description

As a Global Ambassador, the alum will engage in the following key areas:

Advocacy

1. Become a vocal Ambassador for MCW Global, raising awareness about our mission, leadership programs, and the work of MCW Affiliates through social media, events, presentations, and community outreach.

Community Leadership

2. Raise awareness and create local initiatives, actions, and workshops within their communities.

Outreach & Network

3. Actively participate in networking meetings, connecting with other Ambassador alumni around the world.
4. Share best practices, collaborate, and foster a supportive network of young leaders.
5. Outreach to local organizations that could create meaningful collaboration with MCW Global and/or MCW Affiliates in the future and expand the global network.

5. Benefits

- Opportunities to contribute to meaningful causes.
- Development of leadership skills in advocacy, networking, and local initiative development.
- Global recognition for contributions and achievements.
- Access to mentorship and professional support.
- Personalized recommendation letter.
- Certificate of Participation.
- Showcase the work and achievements on MCW's social media channels.
- Monthly social media features of different Ambassadors.
- Testimonial videos sharing the Ambassador experiences.



6. Program Duration and Time Commitment

6.1 Timeline and Duration

The program will last 10 months and will include up to seven Ambassadors per cohort, with the possibility of renewing the agreement. By leveraging the diverse backgrounds and locations of our alumni network, the program will broaden MCW Global's influence on a global scale. The collaborative nature of the program ensures initiatives align with alumni expertise and passion, creating a long-term and impactful program.

Program Duration: December 2024 to September 2025, during which Ambassadors must fulfill their commitments and actively participate in activities.

- Kick-off training on December 6, 2024.
- Regular online meetings throughout the program duration.

6.2 Time Commitment

- Since this is the pilot phase of the program in 2024/2025, the time commitment may vary depending on individual involvement and the number of local initiatives undertaken. However, we estimate a commitment of 5 to a maximum of 10 hours per month, with fluctuations based on specific activities. For example, one month you might be focusing on planning and outreach activities and they might require less time compared to the months when you will be implementing or organizing events.
- Flexibility regarding delivery submissions and deadlines: There will be flexibility in planning and implementing events at your convenience. However, all events should be implemented within the program duration indicated above. The Ambassador and the YLP Team will decide together on the communication channels, frequency, and coordination meetings (needs-based).

7. Eligibility

- Alumni who completed one year of mentorship for the Young Leaders Fellowship and/or the Young Leaders Conference.
- Alumni who completed the Community Leaders in Africa Internship Program.

Note: Current mentors of the 2024/2025 Fellowship are not eligible to apply for this Ambassador Program cohort. They will be able to apply next year.





8. Application Process

- Interested candidates are encouraged to apply through the application form that can be found [HERE](#). Applications will be open from October 9 to November 3, 2024.
- The final announcement will be sent out on November 22, 2024.

9. Contact Information

For questions or additional information, please contact the YLP Team at apply@mcwglobal.org.

