



## YOUNG SCIENTISTS GROUP

### WFF Young Scientists Group 2025-2027

#### Working protocol

#### 1. Role

**1.1** Provide technical and scientific inputs, where appropriate, contributing to the work of the World Food Forum (WFF), with a particular focus on the Youth Education programme, Youth Innovation Lab and Youth Assembly.

1.1.1 Requests for inputs will be aligned to the specific skill set and area of expertise of each individual YSG member.

**1.2** Represent the WFF and the Young Scientists Group (YSG) at meetings, events, interviews, podcasts and other forms of external outreach.

**1.3** Produce a biennial report on specific issues of particular concern to youth.

1.3.1 The thematic focus of the report must align with the work of the WFF;

1.3.2 The thematic focus should be chosen throughout the first year of the cohort, through consultation sessions and in alignment with policy priority issues raised through the WFF Youth Assembly;

1.3.3 All YSG members are expected to commit part of their required monthly hours toward the production of the report.

**1.4** Produce short articles aligned with the FAO four betters, based on the WFF Youth Team's initiatives at the FAO Office of Youth and Women (OYW) and engagements with the Youth Education programme, Youth Innovation Lab and Youth Assembly.

#### 2. Time commitment and probationary period

**2.1** All YSG members are expected to commit 20-24 hours per month, corresponding to 5-6 hours per week, to actively contribute to the objectives and initiatives of the WFF.

2.1.1 Time commitment allows for a degree of flexibility based on personal schedules;

2.1.2 In case YSG members are unable to meet the minimum time commitment for a specific week, they will be expected to compensate in the following weeks to reach the minimum monthly hours;

2.1.3 If the minimum monthly hours are not reached, YSG members are expected to compensate in the following months and communicate with the co-chairs (see section 7) and the WFF YSG Coordinator.

**2.2** All YSG members will undergo a probationary period of three months at the start of their mandate.

2.2.1 During this probationary period, members' contributions, engagement and alignment with the YSG's standards and objectives will be closely monitored by the WFF YSG Coordinator. This includes attendance at meetings, adherence to minimum time commitments, active participation and overall collaboration.

2.2.2 Members will receive structured feedback at the end of the three-month probationary period.

2.2.3 Members who do not meet the requirements during the probationary period may have their tenure reconsidered, subject to review by the WFF YSG Coordinator.

### **3. Meetings**

**3.1** YSG members are required to meet a minimum of 70 percent attendance rate during regular meetings, annually.

**3.2** Members are expected to attend all scheduled meetings, unless prior notification of an absence is communicated with 24-hour notice, except in cases of emergency.

**3.3** Members are expected to be on time for all meetings.

**3.4** Members are encouraged to actively engage in discussions, share insights and contribute constructively to the agenda items.

### **4. Internal and external engagements**

**4.1** Members are encouraged to participate in all YSG initiatives, collaborative projects and discussions on digital platforms.

**4.2** Members will be assigned to working groups. Active involvement in these groups is essential for achieving the objectives of the WFF and the YSG.

**4.3** Members are encouraged to share relevant research findings, insights and knowledge that contribute to the advancement of discussions within the YSG.

**4.4** Speaking opportunities will be communicated to the YSG members by the WFF YSG Coordinator.

4.4.1 Requirements for speaking opportunities may vary, which will be communicated in advance.

4.4.2 YSG members that meet the requirements and are interested in the opportunities will have the chance to nominate themselves.

4.4.3 In case more than one YSG member applies for the same opportunity, the WFF YSG Coordinator will consider the members' expertise, contributions to the group, active engagement and attendance in mandatory meetings as potential tiebreakers.

4.4.4 When possible, speaking opportunities will be rotated through the group.

## **5. Evaluation, recognition and accountability**

**5.1** The performance of YSG members will be reviewed quarterly to ensure alignment with the YSG TORs and WFF goals.

5.1.1 Feedback will be provided to individual members for continuous improvement, when required.

**5.2** Outstanding contributions and dedication to the YSG, as well as key individual scientific breakthroughs will be acknowledged and celebrated.

**5.3** Members are individually accountable for fulfilling their assigned responsibilities. This includes meeting deadlines, and actively participating and contributing to the overall objectives of the YSG.

**5.4** The YSG as a whole is accountable for achieving its goals. Collaboration, teamwork and mutual support are crucial in ensuring the success of the Group.

**5.5** All YSG members are expected to contribute equally to the biennial report and commit to the minimum working hours agreed in section 2.1.

**5.6** The WFF encourages all YSG members to respectfully provide constructive feedback on processes, communication and overall effectiveness.

**5.7** Members are expected to communicate openly about their commitments, availability and potential challenges.

**5.8** Members encountering difficulties in fulfilling responsibilities should proactively seek support from the group and, if needed, the WFF YSG Coordinator.

## **6. Output production**

**6.1** YSG members can choose to produce outputs beyond what is established in section 1. This can include additional scientific based outputs (e.g. journal articles, scientific perspectives) or communicative pieces (e.g. blog posts, podcasts).

**6.2** If outputs produced are linked to the work of the YSG, they should align with the WFF's mission and values.

### **6.3 In the case of any scientific outputs:**

**6.3.1** A clear team of leading authors should be appointed who will contribute to the conceptualization, method development, data collection, data analysis, write-up and review of the scientific publication.

**6.3.2** To be named as a co-author, an individual needs to have demonstrated contribution toward the data collection or data analysis process and provided sufficient scientific input during the review process.

**6.3.3** Members of the YSG are expected to be fully transparent in their relevant expertise and capacity to commit to the production of a scientific publication.

**6.3.4** All YSG members will be informed of potential initiatives related to the production of scientific outputs to ensure that all members have the opportunity to take part in such projects.

### **6.4 In the case of communication outputs:**

**6.4.1** The YSG must ensure that all communication outputs (e.g. blog post, podcast, social media post) are aligned with the viewpoints and goals of the WFF and the YSG, if the views are presented on behalf of the Group.

**6.4.2** All YSG members must be informed about any communication output produced by the members and organized by the WFF, related to the YSG. For independent pieces, YSG members are encouraged to share the result with their peers.

## **7. Co-chairs**

### **7.1 Roles and responsibilities:**

7.1.1 Four co-chairs will be chosen, one for each “Better” group, to serve as the main focal points to communicate with the WFF YSG Coordinator, playing a crucial role in ensuring overall organization and effective communication within the group.

7.1.2 Co-chairs will serve for a period of one year, with the possibility of shortening the tenure in case of personal schedule issues or failure to fulfill the required duties.

7.1.3 Co-chairs are expected to commit additional time and take on additional responsibilities beyond regular YSG duties, when required.

7.1.4 Specific responsibilities include, but are not limited to, assigning tasks to team members, ensuring accountability for deadlines, managing group work, coordinating additional group meetings when required, maintaining communication with all YSG members, incorporating all contributions and recommendations, collaborating on all research drafts under development, and managing the YSG Alumni Network.

## **8. Ethical standards**

**8.1** All members of the YSG are expected to adhere to the highest ethical standards in line with the mission, values and objectives of the WFF. These standards include conduct that embodies professional integrity, responsibility and collaboration, both within the YSG and during external engagements.

**8.2** Members shall conduct themselves with honesty, transparency and integrity in all their contributions to the YSG and WFF Youth Team's initiatives. They must accurately represent their expertise, avoid misrepresenting their role or findings and be forthcoming about potential conflicts of interest.

**8.3** Members must recognize and value the diversity within the group and foster an inclusive environment, ensuring all voices and perspectives are heard.

**8.4** Members are expected to maintain confidentiality regarding sensitive information and respect data privacy in all research and report production. Proper handling of all proprietary knowledge or unpublished WFF Youth Team's information is critical, especially when engaging with external parties and in public settings.

**8.5** Members should prioritize evidence-based science and objectivity in all outputs and maintain transparency in reporting findings, avoiding bias and undue influence. Authorship and contributions to scientific outputs must be based on clear and fair criteria as per section 6.3, ensuring credit is given fairly.

**8.6** While representing the WFF and YSG at meetings and events, members must conduct themselves professionally. This includes refraining from public statements that are not

aligned with the WFF Youth Team's mission and values, ensuring that public engagements reflect the group's collective stance, as outlined in sections 4.5.4 and 6.4.1.

**8.7** Members agree to share relevant data from their research processes with the WFF during their tenure, granting the WFF access and collaborative use rights to this data and their research outcomes.

## **9. Consequences of non-compliance**

**9.1** Failure of YSG members to fulfill the responsibilities outlined in this agreement may result in engagement restrictions or removal from the YSG.

9.1.1 For initial instances of non-compliance, members will receive a formal warning by the WFF YSG Coordinator to address challenges, provide constructive feedback and create a plan for improved engagement.

9.1.2 If members consistently fail to meet the minimum engagement requirements, the WFF YSG Coordinator reserves the right to terminate the member's tenure in the YSG.

## **Statement of commitment**

I, \_\_\_\_\_, have read and understand the commitment needed as part of the Young Scientists Group of the World Food Forum, and agree to commit to the above-mentioned terms and activities during the period of May 2025 – May 2027.

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Signature, date