

Eurocities 2022 Espoo, Future Mentors programme – Instructions for the young people’s enrollment

This is a **suggestion on how to run the youth’s enrollment process as an open call** for all the youth in the city. We encourage you doing so in order to hear the voice of as many different youth as possible, especially those, whose voice is currently not heard. However, if you don’t have time to run such an enrollment process or you already have in mind 3-4 young people who could participate, **feel free to run the enrollment in any other way, according to your own needs.**

Each participating city selects a **city coordinator** to run the youth’s enrollment process and the mentoring programme.

A group of **3-4 young mentors** is selected **in each city** to form a mentoring team. One of them is invited to travel to Espoo in June.

One city leader is chosen to be the mentee.

Should you have any questions about the Future Mentors programme please don’t hesitate to contact international@espoo.fi. We will be glad to help!

Who can apply for a Future Mentor?

- A young person, who is 18-25 years old
- Not an elected member of the city council or national parliament. They can however be part of a youth council or such
- Can communicate in spoken and written English
- A diverse background is encouraged so that we hear the voices of many different young people
- Interest in their city’s sustainable future and making a change
- Brings their expertise on being young
- During the spring commits to attending the meetings with the other mentors, the city coordinator and with the mentee. Commits to networking and discussing with other European Future Mentors on a virtual platform.

How to run the enrollment process for a Future Mentor?

1. Identify the platforms and channels in your city that are the best for reaching young people. We recommend using social media platforms (TikTok, Instagram etc.).
2. Prepare promotional material for opening the enrollment. Please feel free to use the material provided by Espoo and/or modify it according to your city’s needs. The material will be sent to you by Feb 7th. Take time for the possible translation of the materials. Please include the hashtags #Eurocities2022 #FutureMentors2022 and #EuropeanYearOf Youth in the materials.
3. Create an enrollment form (e.g. with Google forms, Webropol). The form should include at least the following questions: name, age, contact information, introduce yourself, motivation letter/why would you want to become a future mentor. Mention that the first two meetings of the program are on Week 13 so the youth can keep that timeslot free. You can include a



“Future Mentors in a nutshell” description in the form. You can use the text on page 3 in the manual for help. Add the link to the form to the promotional material. Remember the necessary privacy policy statement (you can use Espoo’s statement in the link in section 7 of this document for help).

4. We recommend opening the enrollment process **from February 28th until March 13th**.
5. Make sure to already book the three appointments between the Future mentors and the mentee in the city leader’s calendar.
6. Select 3-4 young people to be the future mentors of your city based on their motivation letters. Inform the ones not selected. You will be provided with email templates.
7. Contact the selected mentors. As soon as the Future mentors are chosen, fill in this form <https://link.webropol.com/s/futurementorsregistration> with their names, ages and email addresses so that City of Espoo as the organizer of the programme can send them all the necessary information and have them registered on the virtual platform. Fill in the form at the latest by March 22th so that we can send the Mentors the link to the kick-off webinar on time. Let them know who the mentee and other mentors are. We will send them the manual and step-by-step guide. Inform them about the **kick-off webinar on March 29th** at 16.00 (UTC) and book a first local meeting with the city coordinator and all the mentors on the same week.
8. Run the mentoring program according to the step-by-step we will send you.
9. Learn about the valuable insights of the local youth and have fun 😊

#Eurocities2022 #FutureMentors2022 #EuropeanYearOfYouth