

## **TERMS OF REFERENCE (TOR) FOR THE SELECTION OF THE MEMBERS OF THE CIVIL SOCIETY TASK FORCE**

The present TOR is not considered exhaustive but provides a framework for action and understanding on the crucial steps to be taken in establishing the Civil Society Task Force (CSTF).

Building on the successful experiences of Beyond 2008 and the UNGASS 2016, a similar structure has been approved for the Ministerial Segment of 2019, establishing a Steering Committee comprising representatives from VNGOC and NYNGOC (1 Chair, 2 Vice-Chairs and Secretary), and three additional members with specific focus on communications, outreach and fundraising.

**The Steering Committee will collect nominations from individuals to be included in the Task Force.** The ideal candidates will work for active NGOs working in the field of drugs who are motivated and able to engage fully in supporting the preparatory work for the Ministerial Segment in 2019 at the national, regional and/or international levels.

The candidates for nomination are expected to:

- Have the support of their own organization.
- Show a commitment to work as an impartial coordinator of civil society input in their own region or constituency.
- Commit to follow the lead of the Steering Committee and to deliver suggestions and written contribution as required by the Steering Committee.
- Be able to travel, if required and if funds are made available, to attend major events related to the Ministerial Segment in 2019, to raise awareness on the processes and debates.
- Show a pro-active attitude in working with grass root organizations to collect lessons learned, challenges ahead and relevant contributions to refine drug policies and suggestions for policy makers.
- Have a good command of the English language.

**The Civil Society Task Force will be composed of 35 members divided in the following categories, and will be selected by the Steering Committee after having considered the nominees. The CSTF composition will be as follows:**

### **7 Members of the Steering Committee**

- Chair (VNGOC)
- 2 Vice Chairs (VNGOC and NYNGOC)
- Secretary (NYNGOC)
- Communications Officer
- Outreach Officer
- Fundraising Officer

**18 Members coming from the following geographical regions** (2 members for each region) in alphabetical order:

- Eastern Europe and Central Asia
- Latin America and the Caribbean
- Middle East and North Africa
- North America
- Oceania
- South Asia
- South-East Asia and East Asia and the Pacific
- Sub-Saharan Africa
- Western Europe

**6 Members of affected populations:**

- Farmers
- Alternative Development
- Recovered Users
- Families
- People who use drugs
- Youth

**4 Members representing a global voice on:**

- Prevention
- Harm Reduction
- Criminal Justice
- Palliative Care / Essential Medicines

The CSTF's overall goal is to secure a comprehensive and meaningful participation of civil society actors in the Ministerial Segment preparations. The Steering Committee will therefore ensure that the CSTF has a balanced composition, a gender balance, and that the following areas of civil society expertise will be equally reflected:

- drug prevention
- recovery-oriented drug treatment
- harm reduction interventions and/or substitution therapy
- youth and gender sensitive initiatives
- criminal justice and alternatives to incarceration
- human rights
- advocacy and lobby groups

Based on the nominees received, the Steering Committee select and approve the 34 members of the CSTF, as provided in the MoU. Upon completion of this process the Civil Society Task Force will become fully operational.

## **TOR for the Additional Steering Committee members**

### **Communications Officer**

The Communications Officer will focus on keeping broader civil society, Member States and the public informed about CSTF events and activities in the lead-up to 2019 Ministerial Segment, through an e-newsletter, blog, social media and/or or other means of communication.

### **Outreach Officer**

The Outreach officer will be the liaison between the CSTF and 1) other topical areas and groups (within and outside of the UN) such as development, migration, prevention of non-communicable diseases, peace building, etc., and 2) other geographical areas, in particular the global south, with the goal of assisting the regional representatives and promoting a lively exchange of information as well as to ensure geographical inclusiveness.

### **Fundraising Officer**

The Fundraising Officer will conceive of and implement a solid fundraising plan to raise funds or procure in-kind support for the activities of the CSTF from Member States, foundations or other sources.

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Each of the above officers will be encouraged to assemble a working group from the membership of the CSTF to assist them with their duties in the lead-up to the Ministerial Segment in 2019.