



IDF Young Leaders in Diabetes (YLD) Programme Framework

Glossary of terms

IDF: International Diabetes Federation

IDF EO: IDF Executive Office, located in Brussels (Belgium)

YLD: Young Leaders in Diabetes

YLD Programme: the set of global activities and initiatives in which YLD Candidates take part

Nominating IDF Member: IDF Member that nominates a young person to become a YLD Candidate

YLD Candidate: person accepted in the YLD Programme that is in his/her YLD Candidate term

YLD Candidate term: period that runs between the acceptance of a Candidate in the YLD Programme until the end of the second year after the acceptance (e.g. for Candidates accepted in the Programme in July 2017, the term runs from July 2017 until December 2019).

Young Leader: YLD Candidate who has successfully completed his/her YLD Candidate term

YLD Mentor: Young Leader who wants to continue supporting the YLD Programme and the YLD Candidates after his/her YLD Candidate term has ended.



YLD Programme rationale

Young people are the future of any nation and should be respected for their ideas, wisdom and creativity. As Kofi Annan once said, *“Young people should be at the forefront of global change and innovation. A society that cuts itself off from its youth severs its lifeline.”*

However, **the needs of the young people with diabetes are often forgotten**, as only 5% of people with diabetes are under the age of 30. It is therefore crucial that young people are empowered to play a key role in diabetes awareness and advocacy.

The IDF Young Leaders in Diabetes (YLD) Programme was established to **empower young people living with diabetes to become advocates** for themselves and others living with diabetes worldwide. All YLD Candidates and Mentors must share IDF values and be committed to raising awareness of diabetes by being a powerful voice for prevention, education, access to quality care, improved quality of life and the end of discrimination worldwide.

YLD Programme aims and objectives

The YLD Programme aims to:

- Be a **voice for young people** affected by diabetes worldwide;
- Identify and support the **development of Young Leaders** within the international diabetes community;
- **Empower and educate YLD Candidates** to better support IDF and the IDF Members they collaborate with.

The strategic objectives of the Programme are to:

- Become a key driver in **enhancing the lives of young people living with diabetes**;
- **Raise awareness of diabetes** by being a powerful voice to improve education, access to quality care, quality of life, prevention of complications and type 2 diabetes, and to help end discrimination and stigma related to diabetes;
- Support and strengthen IDF’s Regions and Members, by building a global people’s movement for diabetes and **developing a project to address the needs of the people with diabetes in the country/region**.

The selection of new YLD Candidates

Every two years, IDF launches a call for YLD Candidates' nominations to all its Members. **IDF only accepts YLD Candidates' nominations from its Members**, as all YLD Candidates must complete a project in their country that can only be successfully developed with the support of the IDF Members.

In order to be eligible to become part of the network, the IDF Members' nominees need to **fulfil the following criteria**:

- Live with any type of diabetes;
- Be between 18 and 30 years of age as of January 1st of the year after the nomination takes place (e.g. 2017 nominees must be between 18 and 30 as of January 1st 2018);
- Communicate effectively in English. The YLD Candidates are expected to understand, read, write and speak English to be able to communicate with other YLD Candidates, Mentors and the IDF EO;
- Have an active relationship with an IDF Member and maintain that relationship for the whole period as a Young Leader;
- Exhibit passion for making a difference in the diabetes community, locally, nationally and/or globally;
- Be able to immediately develop, lead and execute a diabetes project with the support of the nominating IDF Member;
- Have regular access to internet for communication and reporting purposes;
- Be committed to allocating the time and maintaining the skills required to be involved in the Programme. This will include participating in various activities directed by the IDF EO.

Nominees must fill in an **application form** provided by IDF, where they must provide information on themselves including some medical details, and submit a copy of their passport. IDF Members need to fill a **reference form**, also provided by IDF. If there is a family relation between the nominee and an officer of the IDF Member, this needs to be specified in the form. Both documents are compulsory.

The timeline of the nomination process may vary, but will generally take place in the second quarter of the year. Applications by Candidates who do not fulfil the requested criteria will not be accepted. Skype interviews may be scheduled with some Candidates in order to confirm eligibility (e.g. command of English, motivation).

The selection of new YLD Candidates will be conducted by the **IDF President, IDF President-elect, YLD Chair and IDF Regional Chairs**. Should an IDF Member nominate more than one YLD Candidate, IDF will proceed as follows:

- In case of countries where IDF has more than one national Member, IDF will only select one of the nominees to become part of the network;
- In case of countries with just one Member, IDF may select two Candidates to become part of the network – only if there are not enough applications received from the other countries in the region.

Once the selection made, the IDF EO will communicate the results to all IDF Members and the YLD Candidates. The confirmation will mark the start of their enrolment in the **YLD Programme**.

The YLD Candidates' responsibilities

By joining the YLD Programme, the YLD Candidates commit, for the duration of their YLD Candidates term, to:

- Develop a diabetes-focused project that responds to the needs of the people in their community, with the guidance and support of the nominating IDF Member, and report on progress to the YLD Regional Representatives and the IDF EO every three months;
- Complete at least one YLD Training Summit during their term as YLD Candidates, either online or face-to-face;
- Maintain regular communication with the nominating IDF Member, the YLD Regional Representatives and the IDF EO;
- Get involved in the regional activities, as requested by the YLD Regional Representatives and the IDF EO;
- Support the IDF global campaigns and activities, as requested by the IDF EO;
- Complete the educational activities developed by the IDF EO (webinars, modules, etc.). Completion of these activities will be a pre-requisite to be eligible to attend the face-to-face YLD Training Summit;

- Behave in a respectful manner towards the IDF EO, the YLD Chair and the rest of the YLD Candidates.

Should a YLD Candidate not comply with all the above, his/her **membership of the YLD Programme may be reviewed** at any time. This will be done by the IDF EO, the YLD Chair and Committee and the nominating IDF Member, who may decide to expel non-compliant people from the YLD Programme.

The YLD Programme activities

The YLD Programme is an opportunity for YLD Candidates to **become the future leaders of the diabetes community**, by being provided with tools to build/reinforce their position as advocates for the diabetes cause at the local, national, regional and global levels.

All the YLD Candidates have access to the following:

- The YLD online Forum: this closed platform hosted on IDF website allows the YLD Candidates and active Mentors to “meet” with each other, exchange experiences, discuss project ideas and learn from one another across geographical realities.
- IDF educational materials: IDF will provide free access to selected materials, such as some of the IDF online modules and some courses of the IDF School of Diabetes.
- Information about IDF global campaigns: IDF engages in a series of activities at the regional and global level to advocate for the inclusion of diabetes in the global political agenda, with the objective of improving the lives of everyone living with diabetes and those at risk. Information about IDF activities and campaigns is provided to the YLD Candidates, who will have the opportunity to support some of these initiatives.
- IDF webinars: IDF will develop several webinars every year, focused on key topics of interest for the YLD Candidates.
- YLD Training Summit: a face-to-face training takes place every two years, on the occasion of the IDF Congress, and in the same location. Not all YLD Candidates are invited to attend, as places are limited. Priority is given to the YLD Candidates who have recently joined the network and have not completed a YLD Training Summit before, but a limited number of places will be reserved for returning Young Leaders. Each YLD Regional Representative will prepare a shortlist of five returning Young Leaders from each IDF Region, based on their project success and general

engagement levels with the Programme and the national Members. The final selection will be conducted by the YLD Chair, the IDF President and President-elect and the Regional Chairs.

From 2017, IDF only covers the Training attendees' accommodation and meals during the Training Summit period. The travel to the YLD Training Summit has to be financed by the attendees or the nominating IDF Member. Occasionally, IDF will cover the travel of the YLD Committee members and attendees from Low Income Economies (as defined by the World Bank).

From 2017 onwards, the Training Summit's sessions will be available online, for those YLD Candidates and Mentors who are not invited to attend the face-to-face meeting or cannot fund their travel. The recorded sessions will be made available to them and to all future YLD Candidates as general education material shortly after the face-to-face Training Summit has finished.

- YLD Regional Trainings: the IDF Regions may decide to conduct their own YLD Regional Trainings. Should that be the case, the IDF Regional Chairs, together with the YLD Chair, IDF President, IDF President-elect and IDF EO, will select the YLD Candidates and YLD mentors who will be invited.

The YLD Programme on the IDF website

The YLD Programme has a **dedicated section on the IDF website** where the achievements and activities of the members of the Programme are showcased.

One of the sections, "**Meet the YLD Candidates**", features the public profiles of those YLD Candidates that have sent their details to the IDF EO. The active Mentors will appear on the "**Meet the YLD Mentors**" section.

Both pages will be revised periodically to reflect the changes within the YLD Programme (e.g. remove those YLD Candidates who do not comply with their obligations, move a YLD Candidate to the Mentors section when he/she completes his/her Candidate term, etc.).

The YLD Candidates graduation

At the end of their YLD Candidates term, those who have fulfilled their responsibilities as members of the YLD Programme will receive an IDF certificate accrediting the fulfilment of the Programme. For that they need to have:

- Successfully completed their projects with their national Member;
- Submitted their project outcome report to the IDF EO;
- Received a recommendation letter from their national Member;

- Completed at least one YLD Training Summit (either online or face-to-face)

From that point onwards, they will be referred to as **Young Leaders**. The above apply to the YLD Candidates that joined the YLD Programme in 2015. Should they successfully finalise their project and receive a letter from their nominating IDF Members, they will become Young Leaders, regardless of their attendance to the Abu Dhabi 2017 Training Summit.

YLD Candidates who do not fulfil their responsibilities as members of the YLD Programme may see their participation in the programme terminated at any time. The IDF EO, together with the YLD Regional Representatives, will undertake regular reviews throughout the term, in order to identify the YLD Candidates that are failing to fulfil their responsibilities:

- YLD Candidates that fail to start or satisfactorily progress on the implementation of their diabetes project: the IDF EO will consult the nominating IDF Members to discuss the reasons behind the delay, and, as appropriate, will discuss possible solutions with the nominating IDF Members and YLD Candidates to solve the situation. Should the delay in starting/implementing be due to lack of engagement/activity on the part of the YLD Candidates, their participation in the project will be reviewed. All decisions will be communicated by the YLD Chair through an email.
- YLD Candidates that do not provide progress reports on their projects or do not respond to the IDF EO or YLD Regional Representatives communications: the IDF EO will contact the nominating IDF Members to review the situation. After notification and discussion of the reasons behind the lack of engagement, the YLD Candidates will then be given a month to reactivate their participation. If they do not resume communication and submit the required documentation/feedback after a month, except unless otherwise agreed or under exceptional circumstances, their participation in the Programme will be terminated. All decisions will be communicated by the YLD Chair through an email;
- YLD Candidates who do not behave in a respectful manner towards the IDF EO, YLD Chair, YLD Regional Representatives and/or other YLD Candidates/Mentors: the IDF EO will discuss the situation with the YLD Chair and the nominating IDF Member. Depending on the gravity of the situation, YLD Candidates' participation in the programme may be terminated immediately. This will be communicated by the YLD Chair through an email.

YLD Candidates collaborating with an IDF Member that ceases its relation with IDF during the YLD Candidate Term can still graduate from the YLD Programme. For that, they will need a recommendation letter from the Association. However, after graduation, they can only continue working within the YLD Programme if they receive the support of another IDF Member from their respective countries.

YLD Mentors

After YLD Candidates have graduated, IDF will offer them the opportunity to continue supporting IDF and YLD activities by becoming **YLD Mentors**.

The responsibilities of the YLD Mentors are as follows:

- Continue supporting the IDF global advocacy activities and campaigns, when requested;
- Remain in relations with the nominating IDF Member and support their activities as requested;
- Support the new YLD Candidates from their countries/region in the development of their projects, by providing their expertise and insight as former Candidates of the Programme.
- Support the Regional Representatives tasks (e.g., providing feedback on the needs of the region, support in communication with other Mentors).

If they fulfil their obligations, they will receive an **IDF certificate** at the end of their second year as YLD Mentors*. Mentors can decide to withdraw from the YLD Mentors Programme at any time.

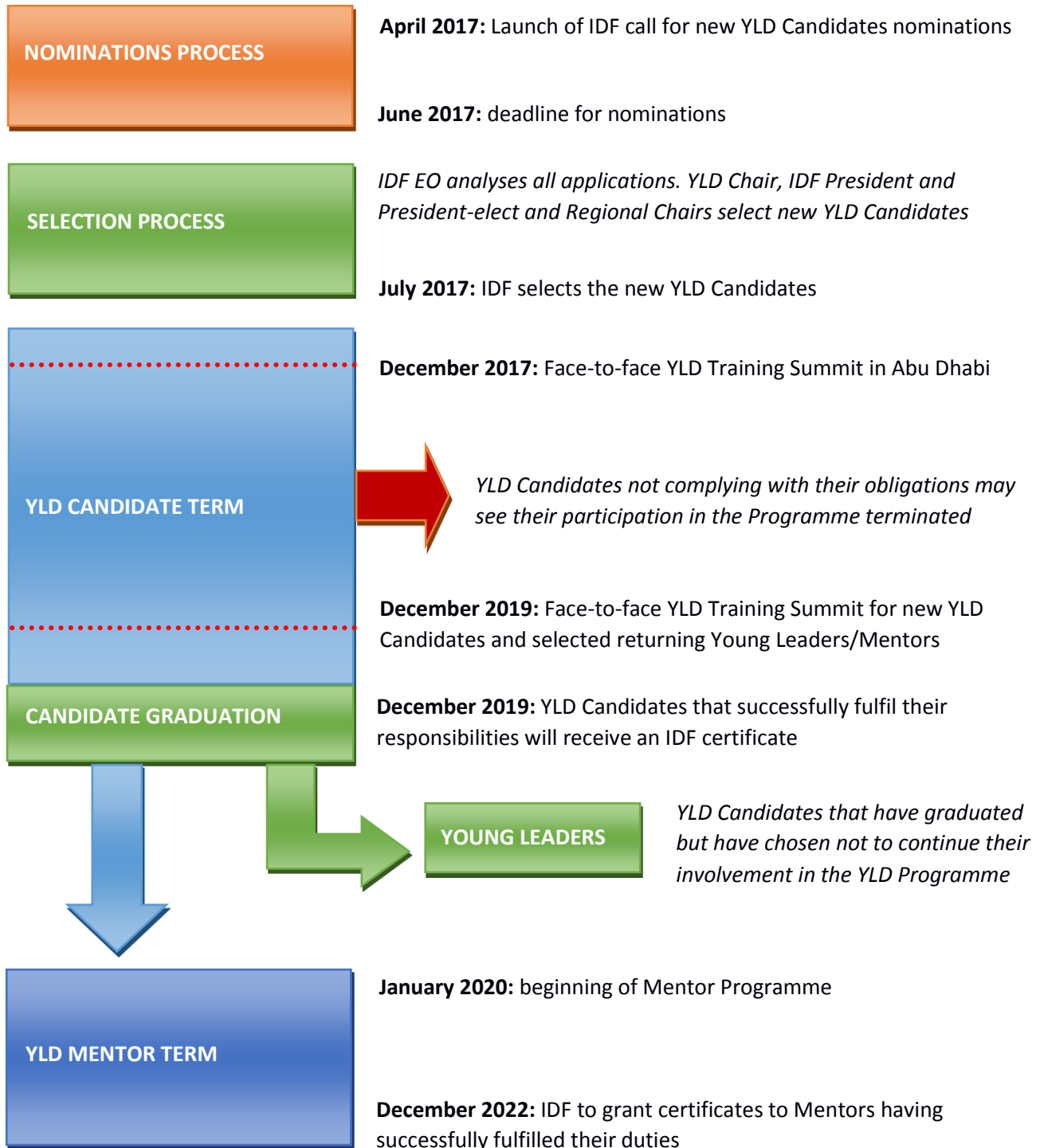
The IDF EO will undertake regular reviews throughout the two-year period; those Mentors not fulfilling their responsibilities will be granted one month to re-engage with the Programme. Failure to do so may lead to the IDF EO terminating their participation in the Mentors Programme. Notification will be through an email from the YLD Chair.

The Young Leaders and YLD Mentors will be encouraged to **join the other IDF network for people with diabetes, the Blue Circle Voices**. This network includes people living with all types of diabetes, as well as relatives/carers of people with diabetes, from all ages and regions.

*As of 2017, several YLD Mentors appear to comply with the duties mentioned above. The situation of each of them will be revised before December 2017, and those that have effectively fulfilled their obligations will receive a YLD Mentor and a YLD Candidate certificates.

The YLD timeline

The following example is for the period starting in 2017, but will apply to any other period in the future.



YLD Programme Governance

Following a change in the governance structure in 2016, the IDF Board:

- Removed the terms “YLD Regional Chair” and “YLD Regional Chair-elect”, which were confusing for their resemblance to “IDF Regional Chair”. From that point onwards, the YLD representative must be referred to as “**Regional Representative**” and “**Regional Representative-elect**”.
- Established a **YLD Interim Committee** for the period 2016-2017, formed by the Regional Representatives (elected in the YLD Melbourne Training Summit in 2013) and the Regional Representatives-elect (elected in the YLD Vancouver Training Summit in 2015).

From December 2017, a **YLD Committee** will be established consisting of:

- YLD Chair: to be chosen by the IDF President and President-elect;
- YLD Regional Representatives: Young Leaders that acted as Representatives-elect during the period 2015-2017. Their responsibilities will be to:
 - Maintain fluent communication with the YLD Candidates and Mentors in their region and be the liaison between them and the IDF EO;
 - Coordinate the work of the Region;
 - Provide Regional reports and Action Plans to the IDF EO;
 - Support IDF activities as requested.
- YLD Regional Representatives-elect: YLD Candidates that will be elected for these positions in December 2017. Their responsibilities will be to support the YLD Regional Representatives on all the points above.

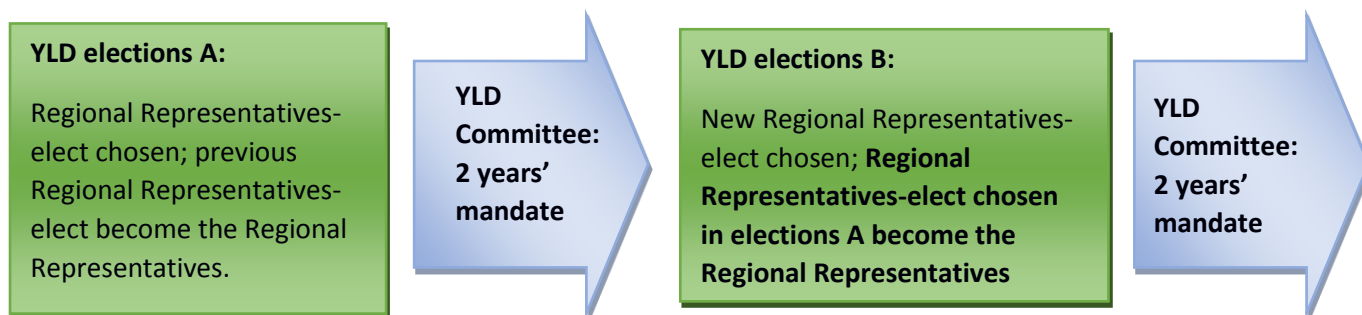
The YLD Committee will be renewed every two years after the election of new Regional Representatives-elect.

Should there be any resignations before the elections:

- If a Regional Representative decides to resign of his/her position during the Term, the Regional Representative-elect will be invited to take over the Representative position.
- If a Regional Representative-elect decides to resign of his/her position during the Term, the YLD Chair may decide to appoint a YLD Candidate from the region to take over the position.

Alternatively, the existing Regional Representative may be requested to remain in the position for an additional Term.

Governance timeline



YLD elections

Every two years, on the **occasion of the YLD face-to-face Training Summit**, an election takes place to choose the Regional Representatives-elect to support the existing Regional Representatives in coordinating the regional work and activities.

YLD Candidates can only run for the position of Regional Representative elect of the Region where their IDF nominating Members sit, even if the project they are developing takes place in a different region.

The criteria to become a Regional Representative-elect are as follows:

- Be YLD Candidates accepted in the YLD Programme on the year of the elections. If no expressions of interest are sent to the IDF EO, the YLD Chair, IDF President and President-elect and the Regional chairs will nominate a person from the rest of the active Programme members (either YLD Candidates or Mentors);
- Have fulfilled all of their obligations to the moment (participation in activities, reporting to the IDF EO, etc.);
- Express their interest in running for the Regional Representative-elect position at least one month before the YLD Training Summit and the elections. The IDF EO will send a call for interest to all new YLD Candidates at least one month before the elections;



- Participate in the YLD online Forum discussion that the IDF EO will open on the occasion of the elections. Candidates will need to explain why he/she is the right person for the position, and respond to the questions that the rest of the YLD Candidates/Mentors may have;
- Commit to dedicate enough time to support and coordinate the regional activities/initiatives during the four years following the election.

Elections will take place during the face-to-face YLD Training Summit. The voting modalities will be as follows:

- The Regional Representatives-elect will be chosen by the people of their region;
- The YLD Candidates and Mentors attending the face-to-face YLD Training Summit will vote on site during the election session;
- The active YLD Candidates and Mentors that do not attend the face-to-face YLD Training Summit will be allowed to vote via email one week before the elections take place.;
- The vote will be secret. The IDF EO guarantees that the votes sent by email will also remain secret;
- The Regional Representatives-elect will be announced at the end of the elections session, once the on-site and email votes have been counted.