Definition and monitoring of quality standards for piloting and mentorship systems

This document guides consortium members through the piloting and mentorship system by establishing a framework for monitoring and achieving defined quality standards. Through consistent monitoring, collection, and processing of feedback, national organizations can be successfully established and supported in the long term. Maintaining professional standards ensures consistency, effectiveness, and the sustainable development of quality benchmarks.

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This document serves as a step-by-step guide for establishing a national organization that meets specific quality standards. It details the actions required and the documents needed to achieve these standards.

- Inputs refer to the resources and information necessary to initiate the workflow toward meeting the quality standards.
- Outputs represent the achieved quality standards that must be monitored and maintained.

Monitoring of quality standards is conducted through regular review meetings with buddy nations. These meetings include reporting on challenges, evaluating obstacles, and discussing strategies for continuous improvement.

	Input	Workflow	Output
1	**Worksheet:** Context Analysis	**Context Analysis** Creation of a context analysis in the individual country for the implementation of a national rural youth organisation. Legal framework conditions (youth welfare, funding, legal forms of organisations), other youth organisations in the country, and knowledge management are to be developed.	*filled* **Context Analysis**
2	**Worksheet:** Strategic partners	**Derivation of strategic partners** Strategic partners are defined on the basis of the context analysis. A differentiation is made between internal and external partners. They are also placed in relation to the organisation and measures are derived from this.	*filled* **Strategic Partners**
3	**Workshop design for:** Vision, mission, guiding principles	**Vision, mission, guiding principles** A vision, mission and guiding principles are essential for an organisation because they provide orientation and define the organisations identity: • Vision: Describes the long-term goal or the desired state of the organisation in the future. It motivates and inspires employees and stakeholders. • Mission: Explains the purpose of the organisation, i.e. why it exists and what benefits it offers. It helps with the strategic direction. • Guiding principles: Contains the core values and basic principles according to which the organisation acts. It serves as a guide for daily actions and the corporate culture.	**Vision, mission, guiding principles**
4		**Responsibilities and authorizations** The organisation has a clear understanding of the powers of employees and volunteers. Examples of results: Statutes, rules of internal procedure, job description.	**Statutes rules of internal procedure, job descriptions**

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Workshop design for:
Creation of an Annual Work Programme

Creation of an Annual Educational and Leisure Programme
Creation of an attractive educational and leisure programme for the target group of rural youth in their own country.

Key indicators of the education and leisure programme

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Context Analysis

Strategic partners

Vision, mission, guiding principles

Creation of a Consulting & Service Programme:
Define consulting and other services for the creation of member organisations. Which services of the national organisation support local groups?

Suggestions:
- Founding and dissolving a local group & legal advice
- Financing Plan
- Media Work Plan (Press releases & distribution list, Social Media Plan, magazine…)
- Marketing Work Plan (Corporate Design, Corporate Identity…)
- Membership Work Plan (Database, Song, Reward System, Multipliers Training Course)

Key indicators of the Consulting & Service programme

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Implementation and handling of Feedback
Implementation of a regular exchange within the national organisation (with member organisations) to control and guide the local groups and obtain feedback on their own work.

Types of feedback:

- Event management
- on the performance of the national and local groups
- Dealing with complaints from members

PDCA Cycle (plan, do, check, act)

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Strategic partners

Vision, mission, guiding principles

Risk- and Crisis Management
Implementation of risk management and professional handling of crises. The most likely causes are analyzed on the basis of the context analysis and the strategic partners and measures are derived from this.

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Knowledge Management
- Documentation of work processes
- Supplier listing including supplier evaluation
- Meeting structure

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Checklist for Buddy Nations

This checklist supports the collaboration between the Growing Organization and its assigned Buddy Nation. The Growing Organization is responsible for completing the tasks, while the Buddy Nation provides guidance and mentorship throughout the process.

The following questions must be reviewed and discussed in detail with the Growing Organization. These discussions are essential and mandatory to ensure a solid foundation for building a strong and sustainable national rural youth organization.

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1

Context Analysis: The context analysis prepared by the Growing Organization and contains:

- ◯ Demographic development in the country and the rural areas

- ◯ Values of young people in the respective rural area

- ◯ Political Initiatives: EU, national, regional and local initiatives for rural youth

- ◯ Agricultural policy in the nation

- ◯ Youth policy in the nation

- ◯ Economic situation in the rural areas of the nation

- ◯ Labour market in the rural areas of the nation

- ◯ Digitalization the rural areas of the nation

- ◯ Infrastructure in rural areas of the nation

- ◯ Structure of rural area: villages, communities, districts, federal states, nation

- ◯ Tradition and customs in rural areas

- ◯ Sense of community / community spirit

- ◯ Inclusivity and diversity in rural areas

- ◯ Sustainability and Environment in rural areas

- ◯ List of the other youth organization in rural areas and their programme: What are they doing different? What are they doing better? How is their standing in the community and why is it like this?

2

Strategic partners: The Growing Organisation is identifying strategic partners on behalf of their Context Analysis. The following points have to be discussed and listed in the list of strategic partners:

- ⬭ Office workers of the national organization and levels below (if there are some)

- ⬭ Volunteers and functionaries of the national organization and levels below (if there are some)

- ⬭ Members

- ⬭ National youth council

- ⬭ Ministry of Youth

- ⬭ Ministry of Rural Areas

- ⬭ Ministry of Agriculture

- ⬭ Ministry of Economics

- ⬭ National Agency of Erasmus +

- ⬭ CEJA: Are they a CEJA member? Do they want to become a CEJA member?

- ⬭ RYE: Are they a RYE member? Do they want to become a RYE member?

- ⬭ Chamber of Agriculture

- ⬭ Sponsorships (private sector, banks, insurance companies)

- ⬭ Are there national co-operatives for the needs of rural areas?

- ⬭ Press- and Media Organizations (newspapers, radio station, TV station, etc.)

- ⬭ Are there (Farming) Schools in Rural Areas? Who is the owner of the Farming School?

- ⬭ Machinery Ring

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