

World Forum *National Representative*



Job Description

As a World Forum National Representative you will play a key communication and networking role in your nation for all World Forum activities. You will serve as the primary contact between the governing board of the World Forum Foundation and the early childhood community in your nation. You are appointed for a two-year term as the National Representative for your nation. This term is renewable upon mutual satisfaction with performance.

Responsibilities of National Representatives:

1. To be the voice of the World Forum in your nation and to be the voice of your nation within the World Forum community.
2. To build connections between what is happening for the children in your country and what is happening for all children in the world.
3. To create a presence for the World Forum community in your nation by sharing and living the World Forum values: children, change, relationships, differences, spirit.
4. To strengthen the global diversity and the work of the World Forum by promoting the active involvement of your nation's early childhood community in the World Forum community.
5. To enable the World Forum community to learn about and from your nation — perspectives on children and families, national agendas and current initiatives, realities and challenges, expertise and strategies.
6. To involve the World Forum in existing national early childhood networks and, where these are non-existent, to help create such a network.

Strategies for Fulfilling these Responsibilities:

- Share information about World Forum initiatives and opportunities through face-to-face communications as well as through your social networks — news and stories about past and upcoming activities in e-mails, newsletters, and other avenues. Your own story is your most powerful tool for making the World Forum visible.
- Encourage people to visit the WF website and learn about the World Forum mission.
- Take opportunities when participating in meetings and conferences to list your affiliation with the World Forum in your vitae and to share your World Forum stories.
- Encourage your colleagues to become members of the World Forum community and to share their professional stories through Bonnie's Global Cafe.
- Provide information about early childhood policy and practice in your nation for the World Forum website.
- Recruit early childhood professionals in your nation to attend World Forum events. If they are unable to attend, let them know of outcomes that will be valuable for their work.
- On a weekly basis share posts about WFF on your preferred social media networks.
- Work with Global Leaders, Working Group leaders, and other World Forum participants in your nation to form or support a national early childhood network.
- Participate in the development of World Forum initiatives and gatherings by your involvement in the search for presentations and presenters.
- Respond to requests for support from the National Representatives Coordinator.

Continued on back page

Support from the World Forum:

- The National Representatives Coordinator is responsible for keeping you informed about World Forum in-person and online initiatives and news. Within the WF community, the National Representatives have their own community.
- The World Forum will work with National Representatives to develop the most effective online tools for connecting National Representatives with the World Forum leadership as well as with other National Representatives.
- You will be connected with National Representatives in your region and with the leadership of the World Forum in periodic Zoom calls. Recognizing that not all individuals will have access to these calls every time, a recording of each call will be available to all National Representatives.
- The World Forum will work to connect you with others in your nation who are involved in various other ways in the World Forum: past attendees, Global Leaders, Working Group members, and others.
- The World Forum will supply you with a virtual promotional toolkit, as well as an e-file for printing your own business cards.
- The work of the World Forum is to create connections for you and with you.

Benefits of Being a National Representative:

- Opportunities to inform your advocacy globally, to be part of a vibrant community committed to making a difference for children and families, and to represent the World Forum in all your work.
- Recognition as a National Representative at worldforumfoundation.org and in World Forum documentation.
- Recognition as the source for the information about your country within the World Forum community.
- One free World Forum Registration — contingent on the achievement of the responsibilities outlined above.



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World Forum Foundation



Bonnie Neugebauer
Director of Program Development and Co-Founder
World Forum Foundation



Caroline Hudicourt
National Representatives Coordinator
World Forum Foundation