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**To:**

- Coordinators of National Youth Networks, Forums or equivalent.
- Members of the National Teams: Youth Programme, Adults in Scouting, Institutional Development and Communications.
- National Chief Commissioners, National Executive Directors, Chairpersons of the National Boards.

15 March 2024

**Circular No. IAR-C02-2024-EN:  
2024 Regional Meeting of the Youth, Youth Programme, Adults in Scouting, Institutional Development, and Communications Networks**

Dear friends in Scouting:

According to the Regional Calendar for this year, next May we will get together for the Regional Meeting of the Interamerican Networks, which will be held in person with some virtual interactions, from May 24 to 26, 2024 in the City from Panama.

The Regional Networks aim to generate a space for exchange for NSOs in conjunction with Regional Bodies, around technical issues linked to strategic areas; in order to share information, documents, tools, strategies and their results, experiences and good practices, as well as contribute to the fulfilment of the objectives of the Regional Plan, all aimed at promoting the sustainable growth of NSOs and their institutional strengthening.

We are close to the midterm of the Regional Plan 2022-2025 "Reunite, Reconnect, Recover". It is time to jointly evaluate the progress and challenges we have at this time to take actions that lead us to collectively achieve the goals that we have set for ourselves, for which the Regional Networks have a very important role.

## **1. Objectives**

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As general objectives of this meeting we have set the following:

1. Promote networking and the integration of the networks' members.
2. Better understand the needs and challenges of NSOs around the priorities of the regional plan.
3. Reflect on the progress of the Regional Plan and the fulfilment of the commitments of the NSOs to generate concrete actions per network.
4. Promote the experiences and results of the service model and its impact on strengthening NSOs that serve as a reference and inspiration for all.

Moreover, each of the Networks has established specific objectives:

- **Youth Network:** Present and discuss the progress of the network's action plan, promote the alignment of work with national networks to maximize results; as well as identify and address the opportunities and challenges that national networks face in the context of a constantly changing world.
- **Youth Programme Network:** Identify the challenges and problems faced by NSOs in the Youth Programme area that limit compliance with the Regional Plan, seeking to establish joint improvement actions.
- **Institutional Development Network:** Share success stories in the development and improvement of regulatory frameworks, in the implementation of good practices of government bodies and national executive teams, strategic planning processes, diagnosis of financial models and the consequent formulation of financial development plans, the implementation of risk management processes and especially in growth management. Identify the challenges and problems faced by NSOs in relation to these processes and propose strategies to overcome them.
- **Adults in Scouting Network:** Establish priorities for the NSOs in relation to the objectives of the plan and identify practices that motivate concrete actions to implement in the other NSOs for their compliance, emphasizing issues related to flexible volunteering, adult well-being and integral management.
- **Communications Network:** Identify and share best practices in Internal and External Communications within NSOs to optimize compliance with the Regional Plan. Explore and promote the integration of innovative tools, such as data analysis and artificial intelligence, in communication strategies to enhance the impact and efficiency of the communications area in support of the Strategic areas of the Organization.

## 2. Participants

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People who can participate in each network are:

### **Youth Programme Network:**

- National Representative to the Network, preferably the National Director of the Youth Programme (or its equivalent).
- National Director of Educational Methods.
- Members of the National Youth Programme Team.

### **Adults in Scouting Network:**

- National Representative to the Network, preferably the National Director of Adults in Scouting (or its equivalent).
- National Director of Educational Methods.
- Members of the National Team of Adults in Scouting.

### **Institutional Development Network:**

- National Representative to the Network, preferably the National Executive Director, National Scout Chief (or its equivalent).
- Director of Institutional Development or Organizational Development (or its equivalent).
- Members of the national team linked to the areas of governance, administration, financial development, operations, risks, comptrollership and ethics.

### **Communications Network:**

- National Network Representative, preferably the National Director of Communications (or equivalent).
- Members of the national communications team.

**Youth Network:**

- Coordinators of the National Youth Network (or equivalent body: National Youth Forum, National Youth Committee).
- Members of the National Youth Network (Forum, Committee, etc.)

### **3. Venue and Date**

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The meeting will be held in person in Panama City at [Casa Ave María](#) located in Capira, 45 minutes from Tocumen International Airport. The activities will begin on **Friday, May 24 at 2:00 PM and will end on Sunday, May 26 at 1:00 PM.**

The plenary sessions will have virtual interaction allowing remote participation for those who cannot attend in person. The detailed schedule of these sessions will be informed later to the registered participants in the event agenda.

The meeting will be held in Spanish and English, with simultaneous interpretation service.

### **4. Participation Fee and Registration Process**

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**In-person participation fee** is \$200 USD (two hundred American dollars) which must be paid in cash, transfer or credit card as each NSO prefers. This fee includes:

- 2 nights of accommodation (nights of May 24 and 25).
- Food from lunch on Friday, May 24 to lunch on Sunday, May 26.
- Transportation from the airport - event venue - airport.
- Simultaneous interpretation (Spanish-English, English-Spanish)
- Course materials.

Virtual participation will have no cost.

As **requirements** for registration, all in-person and virtual participants must attach the following documents at the time of completing their registration:

1. **Safe from Harm Course Certificate.** As usual, it is a requirement that participants present the Safe from Harm course certificate. An update has been made to the online courses, so we invite you to learn about and take the course that we will use from now on as a participation requirement: [SfH1: Safe from Harm Essential Learnings](#).
2. **Certification of your NSO.** Letter from the NSO certifying your membership in one of the teams called to this meeting.

To register, **both virtual and in-person participants** must complete their registration in the form found in the following link (if for some reason the link does not work, you can copy and paste it into the address bar of your browser): <https://app.smartsheet.com/b/form/f65777f3398642c38c0ef59189403caa>

To facilitate the logistical coordination of the meetings, **the deadline to complete the registration form is May 5, 2024.**

## 5. Initial Logistical Considerations

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If you need additional accommodation before or after, please contact Ramón Guerra ([rguerra@scout.org](mailto:rguerra@scout.org)) so we can suggest alternatives. Food or accommodation that is not described must be covered by each participant on their own.

It is the responsibility of each National Scout Organization and the duly accredited participants to have the necessary documents and vaccines to enter the Republic of Panama. We highly recommend checking in advance the validity of your passport (minimum 6 months), as well as the need for a visa or vaccinations. We also recommend taking out medical expenses insurance during the days you travel.

If you want more information or have any questions, do not hesitate to contact us at the following emails: [laura.delgado@scout.org](mailto:laura.delgado@scout.org) (Youth Network), [mveayra@scout.org](mailto:mveayra@scout.org) (Youth Programme), [jmarquez@scout.org](mailto:jmarquez@scout.org) (Adults in Scouting), [jcriollo@scout.org](mailto:jcriollo@scout.org) (Institutional Development), [ssalguero@scout.org](mailto:ssalguero@scout.org) (Communications).

This is a great opportunity to meet again, it will be the first in-person meeting after the pandemic and we are very excited to welcoming you to Panama. We hope to see you all soon!

Yours in Scouting,



**Diana Carrillo**  
Regional Director  
World Scout Bureau  
Interamerica Support Centre