2014 Annual Report

NYLESA Steering Committee

Olivier Caudron – Chairperson
Michelle Negreros – Co-Chairperson
Francesca De Cesare – Treasurer
Cristina Bertarelli – Career Support Working Group Coordinator
Julia Tilinga – Communication Working Group Coordinator
Florina Aldea – Welcome Working Group Coordinator
INTRODUCTION
PRESENTATION OF NYLESA
  Structure of NYLESA
  Steering Committee
  Teams within the Workings Groups
  Social and Career Activities
  Social Media
  Informative Media
  Generation of Information
  Advocacy Activities
  Membership
ACHIEVEMENTS
  General Achievements
  Achievements through the Career Support Working Group (CSWG)
  Achievements through the Communication Working Group (CWG)
  Achievements through the Welcome Working Group (WWG)
CONSTRAINTS
CHALLENGES
RECOMMENDATIONS FOR THE 2015 STEERING COMMITTEE
APPRECIATION
  Thanks to UN Organisations
  Thanks to Collaborators
  Thanks to NYLESA Members
ANNEXES
  NYLESA Membership Distribution
  NYLESA General Annual Schedule
  Newsletter Redesign
  Website Redesign
  Membership Card
INTRODUCTION

NYLESA, the New York Local Expatriate Spouse Association, was founded by United Nations spouses in May 2011. Its mission is to enhance UN spouses and partners’ career opportunities, help them settle in and advocate for them.

As with other LESAs around the world, NYLESA was created under the recommendations of the Joint Guidance Note 2004 of the United Nations Development Group (UNDG). This Guidance Note encouraged spouses of UN staff members to join together and create an association entitled a Local Expatriate Spouse Association (LESA) in order to counter the lack of facilities for the employment of UN expatriate spouses inside and outside the UN System. UN agencies name staff members as focal points to support LESAs in their mission and ensure contact with the organisation. LESAs communicate their development and needs to the UN through UN Focal Points.

Following the UNDG Guidance Note, it was expected that LESAs would search for solutions and find support for employment and career concerns of UN equally qualified expatriate spouses in dual careers. In addition, through liaising and negotiating with international organisations, NGOs, host governments and diplomatic communities, LESAs would be an information network on job opportunities and spouse employability. With such a support network in place for the spouses of UN staff, it was hoped that the organisation would be able to attract and retain qualified staff around the world.

In just four years, NYLESA has become a credible and strong organisation, continually moving closer to the goals outlined by the UNDG. However, realities such as the economic crisis, budget reduction at the UN, relocation of stakeholders and contacts and the size of the UN system in New York make NYLESA’s development slower than desired and the reaching of its official goals more complicated than it would wish.

Facing this statement and in order to do first things first, since 2011, the successive Steering Committees have planned and organised annual programs of activities and strategies, held monthly meetings, reviewed progress and challenges and provided feedback to the UN. Note that NYLESA is managed by volunteers using their personal time to make this project a reality.

The intention of the association has always been to create a community of like minded people ready to help each other both in their acclimation into the city and in getting support and recognition from the United Nations. The degree of involvement of the membership in the development of the association is increasing every year. With this increased involvement, NYLESA has built a network of spouses familiar with each others’ capabilities and professionalism.

The 2014 Steering Committee was composed of committed individuals full of ideas and energy, convinced that a strong display of unity would lead to increased recognition of the association within the UN. More than 30 active members joined them, offering support, enthusiasm, advice and professional skills. Now, at NYLESA, the word Community has taken shape.

The present report outlines the achievements of 2014 and highlights how the challenges and constraints the association has faced this year might be a learning tool for the incoming Steering Committee.

Olivier Caudron
NYLESA 2014 Chairperson
PRESENTATION OF NYLESA

A. Structure of NYLESA

a. Steering Committee
   ● Administrative Group
     ○ Chairperson
     ○ Co-Chairperson
     ○ Treasurer
   ● Working Groups
     ○ Career Support Working Group Coordinator
     ○ Communication Working Group Coordinator
     ○ Welcome Working Group Coordinator

b. Teams within the Workings Groups
   ● Career Support Working Group Teams
     ○ Career Tables and Lectures
     ○ Language Tables
     ○ Work Permit and Taxation Experts
     ○ Job Advertisements
   ● Communication Working Group Teams
     ○ Ambassadors
     ○ Facebook
     ○ Website
   ● Welcome Working Group Teams
     ○ Coffee Gathering
     ○ Cocktail Gathering
     ○ Special events
     ○ Membership

B. Social and Career Activities

NYLESA organises social and career activities. Social activities are managed by the Welcome Working Group, while the Career Support Working Group organises the career activities.

● Social activities:
  ○ Gatherings: coffee and cocktail gatherings are monthly meetings where members can meet, share their concerns and be informed. These are NYLESA’S main events and are open to people interested in joining the association. The frequent change of venue for the cocktail gathering offers the opportunity to discover new places in the city.
  ○ Special events: tours, visits, picnics, lunches,
  ○ Craft classes or workshops.

● Career activities:
  ○ Language Tables: English, French and Spanish
  ○ Career Tables
  ○ Career Nights
C. Social Media

NYLESA uses social media to facilitate communication, networking and announcements
- NYLESA Facebook page for members only
- NYLESA LinkedIn group for members only
- NYLESA on Teamworks

D. Informative Media

NYLESA uses informative media to keep the membership informed of activities, job opportunities, news and greetings
- monthly newsletter
- website
- mail campaigns

E. Generation of Information

- NYLESA offers a comprehensive Welcome Pack providing factual information to UN families moving to New York.
- Every month, members enjoy an informative newsletter with information on upcoming and past events, as well as contributions from participants on different activities and valuable information about the United Nations, New York and more.
- The association uses its Facebook group to announce and share information.
- Steering Committee information session: half an hour in the coffee gatherings is used to briefly present the association to newcomers and to inform members about news, achievements and upcoming activities, followed by a Q&A.

F. Advocacy Activities

NYLESA ensures its advocacy role thanks to:
- Maintaining a relationship with Focal Points from the UN Secretariat, UNDP, UNFPA, UNICEF and UN Women.
- Disseminating posters and brochures in strategic places inside the UN.
- Promotional items with the logo and colours of NYLESA, such as notebooks, pens and mugs which have been distributed among members and collaborators.
- A presentation paragraph in the transfer letter for newcomers to the Secretariat, UNDP, UN Women, UNICEF and UNFPA.
- A contact or collaboration with other organizations such as UNIS, New2UNIS, BIS, and the UN Women’s Guild.
- UN Global Mobility’s Teamworks.

G. Membership

On December 31st 2014, NYLESA had 204 members, those members having paid an annual subscription to the association. Since its creation in 2011, NYLESA has supported a total of 462 UN spouses.
ACHIEVEMENTS

General Achievements

- 2014 showed an increase of 12% in paid membership subscriptions from 182 in 2013 to 204 for the current year (see Annex 1 for more details on membership description).

- Due to proactive initiatives, other organisations or individuals have expressed an interest in collaborating with NYLESA:
  - British International School / New2Unis / Korean Society / UN New Staff Orientation Service / UN Staff Counseling Office
  - Two native New Yorkers have asked to be active volunteers
  - UNDP and UNEAD contacted NYLESA directly asking the association to forward job announcements to its members.
  - UN Medical Division contacted NYLESA to inform the membership about their MSD Handbook regarding the health care system in the USA

- The Steering Committee held 11 Steering Committee Meetings, 11 info sessions at the Coffee Gatherings and 3 presentations of NYLESA at New Staff Orientation events.

- 17 LESAs have been contacted to start a collaboration. (UNBOLESA / LESACPH / UNKLESA / UNEIJILESA / UNIRANLESA / ACINUPA / HONLESA / BRATISLAVALESA / UNLESAROME / UNLESAPERU / UNLESABANGKOK / GENEVALESA / UNBRALESA / UNBANGLESA / LESAINJORDAN / LESACAMBODIA / LESAINJORDAN / MTL LESA). Six have already responded: (LESACPH / UNKLESA / UNEIJILESA / ACINUPA / HONLESA / LESAINJORDAN).

- The issuing of UN Ground passes for 60 active members has been maintained.

- Thanks to an active campaign suggesting a clear position in the association and a follow up by Steering Committee members, a win-win attitude inside the membership has been reached. More members are actively involved in each working group.

- In order to facilitate spreading the word about NYLESA within the UN System, Mrs. Ban’s office has been contacted. Her office is now informed of the existence and mission of NYLESA. It has been also suggested to Mrs. Ban to accept to be a Honorary Member.

- Procedures and spreadsheets have been created and recorded to facilitate the time management, recording and communication of the current and future committees.

- A Certificate of Appreciation has been created and used in recognition of services received from individuals outside the association.
Achievements through the Career Support Working Group (CSWG)

Coordinator: Cristina Bertarelli

A. Increasing advice and up-to-date information:

Through its expert team, lectures and articles on the website, newsletters and social media NYLESA provides up-to-date information about work permits and taxation to its membership.

- The Career Support Working group has 8 active work permit and tax experts.
- Over the course of the year 14 requests have been addressed with particular reference to work permits for self-employment, work permit procedures and taxation.
- One specific training session has been organised with the UN Visa Committee, and the volunteers received regular updates
- The documentation about work permit available on the website has been updated by the Expert Team.
- One lecture with the Company Tilus Tax has been set up.

B. Enhancing members’ career and competencies:

NYLESA has supported the promotion of spouses’ and partners’ employment and ensured the maintenance of their professional careers through different means.

a. Through the organisation of career events:

- A total of 14 Career Tables and Career Nights have been organised with an average number of 15 attendees and a record of 28. The meetings (lectures or interactive sessions) covered the themes of both employment and self-employment as well as professional development activities.

  **Career Tables:** Elevator Pitch / Learn about your interpersonal skills and teamwork through art exercises / Story Telling and Practicing Interview Skills / Practicing Interview Skills-Take 2 - Strengths and Weaknesses / Practicing Interview Skills-Take 3 - What are my questions for a prospective employer? / Volunteering in New York / Working in Summer: A Virtual Career Table / Career Table - LinkedIn - Knowing the basics to create your Profile - Take 1 / Career Table - LinkedIn - Create your Profile - Take 2- Hands-on Workshop / How to Start Your Own Business

  **Career Nights:** Identifying Your Interests, Strengths and Motivations / GGST Presentation / How to File Your Taxes in the US

- The quality of the tables: has been ensured by both highly professional members or by external guests who have offered to share their knowledge and has enabled the association to achieve a high level of professionalism in organising the meetings.

b. Through Language Tables (LTs)

The Language Tables offer the two-fold benefit for members to get to know different cultures, habits, customs and current affairs, and at the same time improve their level of conversation in foreign
languages, which are always in high demand in the job search. The tables have covered a wide variety of topics and have also been an opportunity for members to network. The LTs are currently offered every month in English, French and Spanish.

- A total of 33 language tables have been organised.
- The number of participants is limited by the fact that the tables are held in members’ homes, which usually accommodate no more than ten people comfortably.

c. Through Weekly Advertisement of TVAs or TJOs

The CSWG successfully supported advocacy and liaison between spouses/partners seeking employment and the United Nations System in New York by forwarding weekly TVAs or TJOs. This goal has been reached thanks to a fruitful collaboration with the UN Secretariat Career Resources Centre. By being given access to their premises, CSWG has been able to retrieve information from iSeek (the UN portal).

- NYLESA platform receives, on a weekly basis, information about 30-35 UN General and Professional temporary positions (TVAs) or (TJOs).
- As of 31 December 2014, 26 information campaigns had been distributed on TVAs and TJOs.

d. Through social media

LinkedIn and social media presence is an on-going project for NYLESA CSWG. The goal is to develop an “on-line” interaction among members about professional topics with discussions, articles, suggestions.

- As of December 31st, 2014, 63 members had joined NYLESA group on LinkedIn. The number increased after the two career tables on how to create and use LinkedIn.
- In 2015, the CSWG is aiming to increase the traffic by sending new invitations to members and creating opportunities for learning and discussion.

e. Through specific actions

- The CSWG has contributed in the enhancing of the NYLESA membership’s professional competencies by giving the opportunity to three members to share their professional knowledge. This is also of benefit to the association.
- The CSWG has contributed to the improvement of IT competencies of a member by encouraging her to learn and make an interactive workshop about LinkedIn as a tool to get a job.
- The CSWG set up a presentation about the Global General Service Test (GGST) soon after it was announced. GGST is the new test that has replaced the ASAT for UN General Service (GS) positions.

f. Through recognition from outside

- UNICEF, UNFPA, UNICC and UNCTAD have all made fully equipped conference rooms available to the CSWG. This is a reflection of these organisations’ interest in supporting UN spouses in their career development.
- The quality of NYLESA workshops has such a reputation that UNDP’s office of Human Resources recently made a request to reserve five spots for UN staff members.
Achievements through the Communication Working Group (CWG)

Coordinator: Julia Tilinga

A. Maintaining the flow of information

The CWG has increased ways to ensure the circulation of information:

- Upcoming events have been published every month in the newsletter and on the website.
- A monthly newsletter has been issued and sent to members.
- Creation of a new Facebook account ‘LESA De NYLESA’ for publishing official announcements, “humanising” NYLESA for the membership.

B. Branding an identity for NYLESA:

To keep an active image and improve communication, redesign and new design implementations have been undertaken.

a. Through the Newsletter:
   - New tools and codes have been used to allow an easier reading of the monthly newsletter. It is now easy to have a first look at the general content since each text has a “read more” link for ease of viewing.
   - A better personalisation of members’ contributions by adding their picture next to their texts.
   - By adding a link, photos of past events are now easier to view.

b. Through the Website:
   - Successful implementation of the new website’s home page design that shows NYLESA’s activities (numerous monthly events) and organisational structure


c. Through a Powerpoint Presentation:
   - Redesign of a powerpoint presentation gives a more professional and understandable presentation. It is now an efficient tool for ambassadors to use when they present the association at UN New Staff Orientation events.


d. Through NYLESA’s membership card
   - In collaboration with the Membership Team, the CWG has created a membership card for the association. The card, which uses the association's logo and colours, is a handy reference tool for members, and hopefully increases the feeling of affiliation to a community.


e. Through the editing of NYLESA’s brochure
   - The content of the official brochure has been updated. It is now congruent with NYLESA’s mission and benefits. The main activities of NYLESA are now clearly stated.

C. Spreading Information About NYLESA

To encourage the involvement of the membership, members are invited to be spokespersons for NYLESA and to spread the word about the association.
The CWG set up a team of ambassadors to represent NYLESA at events and placed brochures in strategic spots at New York UN Headquarters. The team of ambassadors presented NYLESA twice at the New Staff Orientation Event at UN Headquarters.

D. Members writing contributions

With its monthly newsletter and its Facebook Group, NYLESA has developed a space for members to write. Members have been encouraged to write paragraphs about activities or events of general interest for the community.

The writing contribution of the membership increased significantly. Members post reviews, comments, photos and texts both in the Facebook group and in the newsletter:

- An increase of 30% in volunteer contributions in the newsletter.
- An estimated increase of 25% in volunteer contributions on Facebook.

Achievements through the Welcome Working Group (WWG)

Coordinator: Florina Aldea

A. Improvement of the quality of the welcoming environment

a. Through diversification of Social Events

39 activities were organized by the WWG - an increase of 15% in activities from the previous year, registering an increased number of participants, as follows:

- **Open monthly events:**
  - Coffee Gatherings: 11 (an average of 32 participants / meeting)
  - Cocktail Gatherings: 11 (an average of 15 participants / meeting)

- **Special Events:**
  Special attention has been paid to ensure a wider range of activities organised in order to reflect the diverse interests of our members. The WWG organized a total of 17 special events.
  - **About New York:** Info Sessions for newcomers (2) / New York Tour / New Rochelle Tour
  - **Related to UN:** UN Choir concert / My Global World Exhibition
  - **Art:** Art Exhibition and Meet the Artist event / Museum of Tolerance Tour / Monthly Museum Visits - Brooklyn Museum, Metropolitan Museum
  - **Cultures:** Open House at British International School / Ikebana workshop / Japanese Tea Ceremony
  - **Social networking:** Picnic in Milford, Pennsylvania / NYLESA Summer Party / Thanksgiving Lunch
  - **Crafting:** Cookie Decorating Class

b. Through an increased attention to the organisation of the Coffee Gathering meetings

The monthly coffee gatherings continue to be immensely popular and remain the main gathering event of the association.
A team of five members is responsible for the organisation of the event, and for ensuring that participants are appropriately welcomed and introduced to each other.

Increased attention has been paid to the buffets provided so that they are more appealing. This has ensured a wide diversity of dishes from around the world. In this regard a Catering Team has been created, composed of four members.

Two special Coffee Gatherings were organised during the year: the Special Open Coffee Gathering on September (55 participants, a record!) and the Special Festive Coffee Gathering on December (40 participants).

The WWG has looked into the possibility of the association meeting in new venues as alternatives to the current venue where most of the coffee gatherings have been held (Press Box). Six venues have been identified: SilverLeaf Coffee and Tea, Le Grande Café; Cafe Bene, Salvation Taco, The Cloister Café and Tuttles NYC.

B. Membership management

During 2014 the Membership Team (MT) expanded and consolidated itself as a team, establishing work routines and procedures aimed at offering an improved service to the membership. The MT:

- Attended more than 22 WWG events.
- Registered 83 new members during 2014.
- Produced a written operating procedure in order to standardise working methods and facilitate the training of future MT members.
- Cleaned the database (more than 160 free subscribers and spammers were removed).
- Trained two new members to strengthen the team and prepare for potential changes/members leaving.
- In cooperation with the Communication Group, developed and produced ID Membership Cards. To this date, we have printed 80 membership cards.
- Managed the 2015 renewal campaign; 97 members had renewed by the end of the year.
- Provided relevant monthly membership statistics to the Steering Committee and to the membership at the Coffee Gathering where printed charts were on display.

C. Contact with new groups and organisations

a. United Nations International School (UNIS) and New2UNIS

NYLESA accepted the proposition of New2UNIS to organise jointly socio-cultural activities to facilitate interaction between both communities; many NYLESA members are also UNIS parents. The result of this collaboration was a very successful Thanksgiving Lunch (51 participants). Because of the success and the good reviews from participants, this event will be a tradition.

b. British International School (BIS)

BIS and NYLESA established a great relationship with mutual benefits such as sharing relevant information between both entities and reaching out to UN families. As a result of this collaboration, 15 members attended the first BIS open house and two members started working at BIS. As a response to NYLESA’s request BIS will support the association by:

- Including promotional brochures of NYLESA in their Welcome Package and on their website.
- Organising Open House events twice a year only for NYLESA members.
- Advertising possible jobs or volunteer positions for NYLESA members.
- Offering physical spaces for NYLESA activities/events or for NYLESA SC meetings.
- Inviting the NYLESA community to participate in some BIS community events.
D. Relations with the United Nations

The WG contributed in strengthening the feeling of affiliation to one UN family.

a. Through interaction and connection with UN Staff members. NYLESA has enhanced the connection with UN Staff members, by organising after work events.
   - Cocktail Gathering. Because of its after work schedule the monthly Cocktail Gathering allows UN Staff to attend the event.
   - Family events. Two more social activities outside of work hours have been organised to create a real connection between UN families and to make their ‘get together’ a socially enjoyable event. These were a picnic in Milford, Pennsylvania (40 attendees) and the NYLESA Summer Party (35 attendees).

b. Through increasing NYLESA’s presence within the UN System

The WWG has contributed to increase the visibility of NYLESA within the UN System in attending events related or organised by the United Nations.

   - Attending of a UN Choir concert,

The WWG has already reached out to UN contacts to set up joint activities during 2015:

   - The UN Visitor Service for an UN HQ Visit Tour,
   - The UN Broadcast and Conference section for a Bake Sale fundraiser.

E. Members’ Contributions:

The WWG enjoyed the support of an increased number of 21 members (13 are new member volunteers) who contributed by helping with the organisation of the WWG’s activities. It has been also noticed that in 2014 the membership has been really creative. 11 of the 17 special events organised were from members’ initiatives.
CONTRAINTS

In its development NYLESA has to consider some constraints:

A. **Not having an association office.** NYLESA still doesn’t have a private space for meetings and official use. In addition, NYLESA doesn’t have an official address.

B. **Leaving or post reattribution of Focal Points.** This year many of our focal points have been assigned to other posts or relocated to other duty stations. This creates a time lapse without communication with the agency and obliges NYLESA to ensure a handover.

C. **Not being officially recognised as part of the United Nations.** This reduces our possibility to reach more people and organise information sessions, as well as the opportunity to have access to conference rooms. The relation between NYLESA and the United Nations has to be constantly justified, using documentation or proof from focal points to the third party in order for requests or actions to be received or be approved.

D. **Staying in the loop** of the UN organisations’ information system. Even though NYLESA gets information from its Focal Points, it has been noticed that NYLESA has to remain very attentive to be up-to-date and not missing information related to spouses in dual career relocation.

E. **Lack of space to organise activities.** Despite support from UN organisations, NYLESA depends on the availability of conference and work rooms and can not always accommodate the number of attendees who express interest in participating in proposed activities.

CHALLENGES

During 2014 the Steering Committee has faced some major challenges:

A. **Reaching a maximum number of UN spouses.** Offering its services to a maximum of spouses remains one of the main priorities of NYLESA. The bigger the association is, the better the advocacy will be performed. Ways had to be explored in order to spread the word about the association.

B. **Keeping members’ interest in association’s activities.** NYLESA has to be vigilant and creative since the needs of its membership are constantly changing.

C. **Getting members involved in the development of the association.** To avoid an overwhelming amount of responsibility for the Steering Committee, it was important to find a way to engage a win-win attitude within the membership and get them actively involved.

D. **Getting access to job opportunities in the UN System.** To respect its mission of supporting spouse employability, it was necessary to explore the different information sources related to job assignments.
RECOMMENDATIONS FOR THE 2015 STEERING COMMITTEE

In the light of the results of this year’s experience, the 2014 Steering Committee suggests some possible calls to action:

A. Maintain the friendly approach toward members, remain in synchronization with their needs and concerns and ensure concrete support where and when they need it.

B. Set up an information booth where a team could regularly provide first-hand information for newcomers and informative sessions.

C. Foster members’ involvement and commitment into specific teams and tasks.

D. Ensure NYLESA’s visibility by increasing presence and collaboration in activities from or related to the UN system.

E. Get an office within the UN Headquarters premises to make the relationship between NYLESA and the UN official, and also to facilitate the contact with stakeholders and newcomers.

F. Make NYLESA a part of New York life and increase its visibility by organising partnerships with businesses and organisations in the vicinity of the UN Headquarters.

G. Create a “Skills Sharing” structure in line with NYLESA Policies and Procedures in order to encourage members to share their professional skills.

H. Build professional relationships with the representatives of the UN or other international organizations, as well as with the private sector to receive feedback, experience and advice about working in the non-profit sector or the US/New York Market.

I. Create a Member Roster with career profiles to ease the promotion of the high professional background of the membership and the communication with the UN Organisations for Pro Bono Programmes or Temporary Assignments.

J. Strengthen the financial situation by setting up fundraisings and organising sponsorship with organisations and businesses in the vicinity of the UN Headquarters.

K. Set up an editorial team in charge of redaction and updating of tips, campaigns and relevant information in the interest of UN Spouses.

L. Get access to information and support for spouses from UN services related to, for example, mental health and legal advice, as well as ongoing information and moral support from services related to spouses serving in high risk missions.
APPRECIATION

Thanks to UN Organisations

Our sincere thanks to our colleagues for their support and collaboration.

**UN Secretariat:**
- **Human Resources Division and Career Resource Centre and Staff Development Service:** Katja Hemmerich, Quynh Tran, Laura Toulman, Daniela Lima, Stefano Fattori, Touria Zahi, Raluca Nastasescu
- **Language and Communications Programme:** Catherina Dakay, Javier Zanon
- **Visa Committee:** Kathleen Doyle, Rula Eid Greco, Anne-Marie Gloznek
- **UN Visitors Centre:** Elisabeth Waechter, Judith Adebe, Barbara Mueller
- **New Staff Orientation:** Sean Bempong, Eran Schweiger
- **Medical Service Division:** Amanda Tutino
- **Staff Counseling Office:** Nicholas Fucile

**UNCTAD:** Marisa Henderson, Ena Sawh

**UNDP:** Irina Stavenscaia, Christine Bendel, Geraldine Glassman, Maria Fare Garcia

**UNFPA:** Michael Emery, Sarah Rose, Sonja Spierings

**UN Global Mobility Programme:** Jane Adams

**UNICEF:** Maureen Jarus, Elena Pryanchikova, Paolo Valenza

**UN Women:** Eugenia Jenny Dalalaki, Lea Grossman, Stephen Brightwell

**Pass & ID Office:** Lt Paul Janowsky, Alison Eaton

**KSD Outreach Division (ISeek):** David Mimran, Cecile Waelschaets

Thanks to Collaborators

Our sincere thanks to our colleagues for their collaboration:

- Pelin Aldatmaz, ReNewlst Coaching and Consulting
- Paul Henderson, Expert on GGST Exam
- Katarina Holm-Didio, Career Transition Consultant, Cross-cultural and Management Trainer
- Susan Schwartz, volunteer from the Big Apple Greeter Association
- Aurea and John Paul Sulit, Enrolled Agents America’s Tax Experts
- Ilse Van den Enden, Team Leader Volunteer at Covenant House
- Louisa Costello, volunteer in the Work Permit and Taxation Experts Team
- Reinout Van Santen, volunteer in the Work Permit and Taxation Experts Team
Thanks to NYLESA Members

Our sincere thanks goes to the following volunteers for their generosity, commitment and hard work; the 2014 achievements wouldn’t be the same without them.

a. Career Support Working Group members
   Career Tables and Lectures Team: Ana Maria Ferreyra, Brigitte Buss, Carlos Martinez, Elsa Begne, Flor Taboada, Margret Reder, Rhona Clarke, Ruwanthika Geeganage
   Language Tables Team: Elsa Gadebski, Jenny Nasser, Paloma Redondo, Roger Diaz Flores
   Work Permit and Taxation Experts Team: Elizabeth Nash, Jose Antonio Blazquez, Margret Reder, Margarita Pirovska, Teresa Sola
   Job Advertisements Team: Rhona Clarke, Aissata Tounkara
   Supporting members: Gaëlle Bruneau, Rhona Clarke, Ruwanthika Geeganage, Suraiya Naher, Renuka Naidoo, Jenny Nasser, Weru Ngatia, Verónica Pereyra, Verda Tuzer, Gulen-Sureyya Unalan, Tracey Wilson

b. Communication Working Group members
   Ambassadors Team: Aissatou Ndiaye, Aissata Tounkara, Ksenia Poncet, Renu Gakhar
   Design and Graphism: Marco Comandini
   Facebook Group Manager: Ksenia Poncet
   Newsletter Support: Jenny Nasser, Ksenia Poncet, Rhona Clarke
   Website Team: Frederic Hantrais, Ksenia Poncet
   Supporting Members: Paul Henderson, Mayank Jain, Rhona Clarke, Verónica Pereyra

c. Welcome Working Group members:
   Membership Team: Ana Celia Bites, Flor Taboada, Liliana Rodriguez Cortez, Marcela Quintero, Nor Wati Tupaat, .
   Cocktail Gathering Team: Francis Daneau and Nasim Khalifeh Saberton
   Coffee Gathering Team: Annette Wolter, Paloma Redondo, Roberto Correa, Samina Usmany and its
   Supporting members: Angela Bamblett, Frédéric Hantrais, Janie Armitage, Jenny Nasser, Ksenia Poncet, Lora Wiley.

d. Treasurer supporting members: Frederic Hantrais, Teresa Sola, Nor Wati Tupaat, Flor Taboada, Marcela Quintero, Ana Celia Bites, Liliana Rodriguez Cortez.

ANNEXES

A. NYLES A Membership Distribution

a. Number of members:
   Total number at the end of December 2014: 204 (A record number in the history of NYLES A)
   Total new members during the year: 83

b. Agency distribution:

[Bar chart and pie chart showing the distribution of NYLES A members by agency, with Secretariat accounting for 52% of the members, followed by UNICEF at 15%, UNDP at 18%, and others at various percentages.]
c. Members on the map:

![Map Image]


d. Nationalities:
67 different countries, only 31 countries are represented (80% of the data).

![Pie Chart Image]
B. NYLESA General Annual Schedule

<table>
<thead>
<tr>
<th>Activity</th>
<th>Frequency</th>
<th>Schedule</th>
</tr>
</thead>
<tbody>
<tr>
<td>Annual General Meeting</td>
<td>Annually</td>
<td>Beginning of March</td>
</tr>
<tr>
<td>Candidates Brunch</td>
<td>Annually</td>
<td>End of January</td>
</tr>
<tr>
<td>Steering Committee Meetings</td>
<td>Once a month</td>
<td>Third Friday of the month</td>
</tr>
<tr>
<td>Coffee Gatherings</td>
<td>Once a month</td>
<td>Second Wednesday of the month</td>
</tr>
<tr>
<td>Cocktails Gatherings</td>
<td>Once a month</td>
<td>Third Thursday of the month</td>
</tr>
<tr>
<td>Picnic in Central Park</td>
<td>Annually</td>
<td>July</td>
</tr>
<tr>
<td>Cultural Tour</td>
<td>Twice a year</td>
<td>May and November</td>
</tr>
<tr>
<td>UN HQ Tour: Visitors Center</td>
<td>Twice a year</td>
<td>January and September</td>
</tr>
<tr>
<td>Museum Tour</td>
<td>Once a month</td>
<td>Third Wednesday of the month</td>
</tr>
<tr>
<td>Language Tables: English</td>
<td>Twice a month (till September 2014) / Once a month</td>
<td>First and third Tuesday of the month. First Tuesday of the month</td>
</tr>
<tr>
<td>Language Tables: Spanish</td>
<td>Once a month</td>
<td>First Friday of the month</td>
</tr>
<tr>
<td>Language Tables: French</td>
<td>Once a month</td>
<td>Fourth Tuesday of the month</td>
</tr>
<tr>
<td>Career Support Tables</td>
<td>Once a month</td>
<td>First Monday of the month</td>
</tr>
</tbody>
</table>
C. Newsletter Redesign

New design
Bigger font
Table of contents
Blocks of information
Text preview
Read more link
Mobile responsive

UN Events and Announcements

Spanish Table: Dia de los Muertos
Friday, November 7th, 10 AM - 12 PM
in the Break Room
Dress up and bring your Spanish food to share with us!
If you are interested in hosting a table, please contact Nancy Roesler at nrosler@un.org.

Coffee Gathering
Wednesday, November 26th, 10 AM - 12 PM
in Executive Conference Room, 3rd Floor, New York
Coffee Gathering is an open event and a casual gathering where you can meet UN staff to discuss and share anything about your experiences and ideas.
To join the event, please register by clicking here. We are excited to see you there!

Thanksgiving Lunch
Thursday, November 27th, 12 PM - 1:30 PM
in the Break Room
Join us for a special celebration of Thanksgiving.
We will serve traditional American dishes and provide a space for everyone to come together and enjoy the holiday.
D. Website Redesign

E. Membership Card