



2017 Annual Report

NYLESA Steering Committee

Tuba Samih Durrani – Chairperson

Paola Triolo– Co-Chairperson

Eric Pasqualli – Treasurer

Nessreen Abuzeid– Career Support Working Group Coordinator

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INTRODUCTION

In May 2011, a group of spouses of United Nations staff members, with the support of United Nations Development Program (UNDP) established the New York Local Expatriate Spouse Association (NYLESA). It was created under recommendations by 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 *Local Expatriate Spouse Association (LESA)* in order to support UN spouses in their efforts to settle into a new duty station and then secure gainful employment within and outside the UN System.

The mission of New York Local Expatriate Association is to enhance the employability and maintenance of professional careers of UN spouses and partners, assist them to settle and enjoy life in New York City, and to advocate for them.

Since its creation in 2011, NYLESA has grown to become a strong community managed by volunteers who continuously invest their talents and skills in the organization. Our members are our greatest asset. It is because of them that the organization has stronger foundations and pillars.

NYLESA is a diverse community of more than 200 members from all over the world. The members represent not only different nationalities but also different UN agencies with their spouses/partners in Secretariat, UNDP, UNICEF, and UNFPA (the main ones represented among others). Spouses from several missions to the UN are also encouraged to become NYLESA associate members and take benefit of the services offered by NYLESA. The 2017 Steering Committee comprised of 5 different nationalities with experiences of different parts of the world.

The purpose of the NYLESA has always been to build a community of people who are in the same situation of being expats and ready to help each other both in their acclimation into the city and in getting support and recognition from the United Nations. In the last seven years, NYLESA has become a strong and credible association moving closer to its goals every single day, however, several factors such as budget reduction in 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 anticipated.

All the achievements of 2017 are made possible by the inexhaustible efforts of the Steering Committee members and all the volunteers working day and night to make the association grow stronger. This report outlines the achievements and challenges faced by the 2017 Steering Committee. In addition, it provides a way forward for the upcoming Steering Committee.

Tuba Samih Durrani
NYLESA 2017 Chairperson

PRESENTATION OF NYLESA

A. Structure of NYLESA

a. Steering Committee

- **Administrative Group**
 - Chairperson
 - Advisory Board
 - Co-Chairperson
 - Membership Team
 - Language Program
 - Treasurer
- **Working Groups**
 - Career Support Working Group Coordinator
 - Communication Working Group Coordinator
 - Welcome Working Group Coordinator

b. Teams within the Working Groups

- **Career Support Working Group Teams**
 - Career Tables
 - Language Tables
 - Work Permit and Taxation Experts
 - Job Advertisement and LinkedIn
 - Photography Group
- **Communication Working Group Teams**
 - Quarterly Magazine
 - Weekly Agenda
 - Social Media
 - Website
- **Welcome Working Group Teams**
 - Coffee Gathering
 - Cocktail Gathering
 - Special events
 - Family Days
 - NYLESA Support Group
 - NYLESA Connect
 - Ambassadors

B. Social and Career Activities

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

- **Social activities:**
 - Gatherings: Coffee and cocktail gatherings are NYLESA's main events and are open to people interested in joining the association. These gathering are held monthly where members can meet, express their concerns, share the same interests and obtain useful information. In a special way, the purpose of the Cocktail Gathering is to give the UN staff members the opportunity to join their spouses and our community during evening events, and hence facilitate social and professional networking.
 - Special events: tours, visits, TV-show live tapings, picnics.
 - Craft classes or workshops.
 - Family Days on the weekends open to non-members, so UN families can meet and gather with their kids.
 - NYLESA Support Group gatherings to support members in settling well in New York city.
 - NYLESA Connect outings to help members understand the cultural art and culture of New York city and the exposure to other cultures by organizing activities with members of different countries and cultures.

- **Career activities:**
 - Language Tables: English, French, Spanish, Dutch, Portuguese and Italian
 - Career Tables & Workshops
 - Career & Business Fair
 - Trainings for UN Language courses
 - Training on Wide Roster

C. Social Media

NYLESA uses social media to facilitate communication, networking and announcements:

- NYLESA Public Facebook page
- NYLESA Private Facebook group for members only
- NYLESA Public Twitter page
- NYLESA Public LinkedIn page

D. Informative Media

NYLESA uses communication tools to keep members informed of activities, job opportunities, news and greetings:

- Quarterly Magazine
- Website

- Social Media: Facebook, Twitter and LinkedIn
- Email campaigns

E. Generation of Information

- NYLESA offers a comprehensive **Welcome Pack** providing factual information to UN families moving to New York.
- Quarterly, members enjoy a **magazine** 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, other LESAs, civil society and more.
- The association uses its **Facebook, Twitter & LinkedIn pages** to announce and share information. There is also a dedicated LinkedIn page that focuses on career networking.
- **Steering Committee information session**: half an hour during the coffee gatherings is used to briefly present the association to newcomers and inform members about news, achievements and upcoming activities, followed by a Q&A.
- **Weekly Agenda**, is the newest form of online communication that focuses on upcoming events, reminders and quick informative information.

F. Advocacy Activities

NYLESA ensures its advocacy role thanks to:

- Maintaining a **relationship with Focal Points** from the UN System.
- Disseminating **posters and brochures** in strategic places inside the UN.
- **Promotional items** with the logo and colors of NYLESA, such as notebooks, pens and mugs, which have been distributed amongst members and collaborators.
- A contact or **collaboration** with other organizations such as UNIS, New2UNIS, British International School (BIS), Lyceum Kennedy, Lycee Francais of NY, UN Women's Guild and Women's International Forum.

G. Membership

On January 31, 2018, NYLESA had **200 members** who had paid an annual subscription to the association. Since its creation in 2011, NYLESA has supported a total of 824 UN spouses.

ACHIEVEMENTS

General Achievements

- **The Steering Committee held 11 Steering Committee Meetings, 2 Special General Meetings, 2 Advisory Board Meetings, 11 info sessions at the Coffee Gatherings and 2 presentations of NYLESA at New Staff Orientation events.**
- **The SC succeeded to create and launch the WIDE roster with the help of UNOSSC for NYLESA members to find career opportunities.**
- **The SC worked with the LCP to successfully enroll NYLESA members and UN spouses to language courses (already available to UN staff members) from fall 2017. Spouses can now access online courses as well.**
- **NYLESA helped its members to obtain UN ground passes without any hassle and delay. In 2017, a total of 123 Grounds Passes were issued to active members.**
- **The SC kept the commitment of supporting members' self-owned businesses** by organizing the second NYLESA's Career & Business Fair.
- **The SC successfully launched three new groups** under Welcome Working Group and Career Support Working Group for social and career activities for NYLESA members. The high numbers of participation in these groups is evidence of association's community spirit as a whole.
- **The SC continuously increased** the participation of our members in facilitating career tables, business fair and organizing and co-organizing events.
- **The SC continued to promote Pro Bono opportunities for NYLESA members**, thereby strengthening partnerships with UN agencies and creating 3 Pro Bono consultancies in 2017.
- **All scheduled events and activities took place and new ones were added.** These included Steering Committee meetings, Special General Meetings, career tables, language tables, coffee gatherings, cocktail gatherings, tours, family days, newsletters, membership follow-ups (renewals, new members registration). New initiatives of Support Group, NYLESA connect and Photography Workshops were added in the current activities as well..
- **NYLESA continued its collaboration** with British International School, United International School (UNIS) and New2UNIS, Lycee Francais, Lyceum Kennedy and UN New Staff Orientation Service/UN Staff Counseling Office. These collaborations keep alive the interest of our community's members to actively participate and represent our association at as many events within the International and UN communities, and almost establish a tradition in this sense.
- Two meaningful meetings have been arranged with the newly constituted Advisory Board.

Membership Team - Achievements

Coordinator: Paola Triolo

During 2017 the Membership Team:

- Attended and supported the registration and membership payment process mostly in the Coffee Gatherings and some Welcome events.
- At least one representative of the Membership Team had been present at most group activities of NYLESA to facilitate the registration of prospective members.
- Registered 87 new members during 2017.
- The group RENEWAL DATE was created on Mailchimp with a campaign which goes out the first day of the month and a reminder in the middle of the month in order to approach only the members due that specific month.
- Provided information on how to become a member to 76 Free Subscribers.
- Provided relevant monthly membership statistics to the Steering Committee.
- Updated procedures for membership.
- Kept updated the accuracy of Membership Lists
- Trained and prepared 1 new members for the Team.
- Mooted the idea for Google contact lists and its integration with Mailchimp to improve the efficiency of Data entry and its retrieval

Achievements through the Career Support Working Group (CSWG)

Coordinator: Nessreen Abuzeid

A. Roster for the NYLESA members on the WIDE Roster platform

With the Support UNOSSC, the CS succeeded to create and launch the long-awaited Roster for the NYLESA members on the WIDE Roster platform. The Roster was created by the UNOSSC to support NYLESA members in their pursuit of career opportunities in NYC.

B. Supporting the development of members' careers and competencies:

NYLESA continued to support UN spouses' and partners' employment and self-employment efforts, fostering development of their professional careers.

a. Through the organisation of career workshops and coaching sessions:

1. 9 Career Tables were offered which were attended by an average of 25 attendees.

- **Career Tables topics:**

1. Creative Career Transitions for Global Careers with Katarina Holm-DiDio, Global Career Coach
 2. Preparing For Competency Based Interviews with Sophie Brivady Human Resources Officer, UNICEF
 3. Releasing Twitter's Full Potential: The Art of Networking in 140 Characters with Javier Delgado Rivera, Journalist
 4. Continuing Your Career in New York City (especially for new members) with Svetla McCandless, Lecturer in Law
 5. How to write a resume for US job market with Olivier Caudron, Career Coach
 6. How to create a profile on NYLESA Roster and what is a Roster with Gabriele Kodura, WIDE Roster Support Administrator
 7. How to build a portable career with Amel Derragui, Tandom Nomads
 8. Work permit with Rula Greco, UN Visa Committee
 9. Workshop on "Thinking of a Career Shift" with Madineya Isaacs
- Speakers varied amongst UN staff, professionals from the external community and members. The contribution of human resources specialists, lawyers, coaches, tax specialists, and work permit experts have enabled the association to achieve a high level of professionalism in the workshops.
 - Whenever made available by the speakers, the workshop materials have been posted on the NYLESA website.
 - UNDP was instrumental in helping us acquire the meeting room on the 11th and 12th floor

(South-South Cooperation) for the majority of the Career Tables.

b. Through the promotion of members' self-employment efforts

NYLESA has a strong commitment to promote members' self-employment activities. The Second Career and Business Fair was held to continue and consolidate on the previous year's efforts to help NYLESA members introduce and promote their businesses and services. Several exhibitors participated showcasing their products and services.

c. Through Language Tables

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 levels of conversation in foreign languages. Language skills are often in high demand in the job market. In 2017-2018 the tables covered a wide variety of topics and have also been an opportunity for members to network.

- The Language Tables continued to be organized every month in English, French, Spanish, Portuguese, Dutch and Italian.
- Arabic Language Table was approved by the Steering Committee.
- Approximately 35 language tables have been organized in 2016-2017.

d. Through online advertisement of job opportunities and the promotion of Pro Bono Consultancies with the UN

NYLESA successfully supported advocacy and liaison between spouses/partners seeking employment and the United Nations as well as other job opportunities.

- NYLESA LinkedIn page is actively working and posting job advertisements for members. It has 181 followers.
- NYLESA continued to promote the **Pro Bono programme** within the UN system. As of February 2018, NYLESA has helped create 3 pro bono opportunities with UNDP and have initiated new contacts in other agencies.

C. Photography Group

Acknowledging that Photography is growing to be a vital skill, the Photography Group was started in November 2017. It is focused to cater members who are bloggers and journalists, and who believe that solid photography skills can be extremely useful to illustrate their work and further their Career development. The Photography Group hosted 3 events, with an average of 14 participants to each event.

D. Career Support Working Group Volunteer Team

Based on the successful launch of the Wide Roster and many other initiatives (e.g. Photography Group) of CSWG, a Career Support Working Group Volunteer Team was proposed and approved by the steering committee.

Achievements through the Communication Working Group (CWG)

Coordinator: Nina Eneroth

A. Redesigning of the Website

Communication Working Group (CWG) initiated the redesign of NYLESA website enabling a more dynamic and smartphone friendly website that is easier to update and maintain. CWG also facilitated a training in website development to simplify future website development.

B. Increased Social Media Presence

The presence of NYLESA was increased on Facebook; creating more targeted content towards both members and potential members. Members were encouraged to use Facebook as a channel for communication. A Facebook calendar of events was initiated making it easier for members to find and share upcoming events.

C. NYLESA Photo Bank

CWG facilitated and encouraged photo documentation of NYLESA activities creating a photo bank of NYLESA activities that can be used to promote the organization.

D. NYLESA Survey

A survey/questionnaire was developed reviewing the activities and communications of NYLESA in order to support the Steering Committee of NYLESA to better serve its members in 2018.

E. Promotional Material

Communication Working Group updated and redesigned the existing promotional material.

F. Awareness and Visibility of NYLESA

CWG also worked hard to raise awareness about NYLESA at the UN. Brochures and promotional materials were distributed at the UN Badge Office.

G. Increased Members Contributions

Numerous members of NYLESA were encouraged to contribute to the NYLESA magazine which enhanced the colourful representation of the NYLESA community.

Achievements through the Welcome Working Group (WWG)

Coordinator: Odalea Novais Freire

1. Open Monthly Events

i. Coffee Gatherings

- Welcome Working Group (WWG) organized 10 Coffee Gathering till February 2018. All the Coffee Gathering events were planned and executed with the support of the volunteers Diana Camacho and Shona Simpson.
- December Festive Coffee Gathering was organized at the Pompidou Room at Laduree Soho. Members were given special gifts in personalized NYLESA boxes. A lucky draw was held giving away three special prizes for the members.

ii. Cocktail Gatherings

- A total of 10 Cocktail Gatherings were organized.
- The events were planned and organized with the support of the volunteers Pierre Vallet and Roberto Correa.

iii. Special Events

- **Bake sale:** The Annual NYLESA Bake sale held in October at the Lobby of UN headquarters. A donation of \$125 was generated through the bake sale.
- **Origami workshop:** An Origami workshop was organized December.
- **Special Event: Walk to Randall's Island:** A wonderful excursion to Walk to Randall's Island was organised in April 2017.

2. Family Days

- **Picnic at Milford, Pennsylvania:** A BBQ for the families of NYLESA was organized in Milford Pennsylvania in June 2017.
- **Apple Picking:** Another family event was organised in September to visit the Harvest Moon farm for apple picking.
- **Picnic at Governors Island:** A picnic at Governors Island was organized in May. It was also a family event.

3. NYLESA Support Group

- A new initiative was started by Welcome Working Group in November 2017 to provide the members a platform where they can share their experiences and exchange tips to facilitate the adaptation process in New York City.
- The group has 4 successful meetings till February 2018.

4. NYLESA Connect

- NYLESA Connect is another new initiative by some volunteers to encourage the

understanding of culture of New York City and to build new skills so that members can enjoy intellectual stimulation.

- A total of 8 NYLESA Connect events have been organized till February 2018 ranging from nature walks to philharmonic orchestra to cultural events at members houses.

5. Member's Contributions

The WWG has a strong, professional and creative team. They have contributed by searching and finding excellent new venues for both the coffee and cocktail gatherings. The WWG continues to have a dedicated special events coordinator who has organized many excellent activities since December 2015.

CHALLENGES

During 2017, the Steering Committee faced some major challenges, many of which were enumerated in the 2016 Annual Report as well:

- A. No recognition from the UN:** The biggest challenge of all is that there is no formal institutional recognition from the UNHQ agencies for NYLESA.
- B. No proper way to reach UN spouses:** Due to the above mentioned challenge, it is hard to reach a maximum number of UN spouses.
- C. Information about Focal Points:** NYLESA is not officially informed about the assigning or relocation of focal points. This does not contribute to building strong relationships with UN parties.
- D. No Office space:** Due to generalized shortage of available office space within the UN premises, it is hard for NYLESA to **secure an office space** to work from and meet needs of spouses and staff members looking for information.
- E. Time management and prioritization.** It is especially important for NYLESA to be vigilant of not overwhelming active members but to strategically prioritize the activities and conform working groups in order to maintain a good distribution of tasks and efficient time management.
- F. Member participation.** Even though members participate actively in the different working groups, NYLESA has to be continuously creative to keep their members interested in volunteering, hence keeping the different activities up and running.
- G. Year Long Commitment:** It is hard to get members in the Steering Committee for a year long commitment, finding a job or relocating with their UN spouse makes it hard for the SC to work efficiently.
- H. Getting access to job opportunities in local market.** NYLESA has started to explore the different information sources related to the local job market. To this end, one of the career tables held was dedicated to tailoring one's resume to the demands of the local market.

RECOMMENDATIONS FOR THE 2018 STEERING COMMITTEE

In light of experience gained during 2017, and based upon recommendations of the previous Steering Committees, the 2017 Steering Committee suggests the following calls to action for consideration:

- A.** Involve more members by continuing to build teams under every working group in order to not only cover our membership's need but also to provide fulfilling experience to our members.
- B.** Ensure NYLESA's visibility by getting more involved in activities organized by our UN partners and collaborating with them in order to build professional relationships
- C.** Secure an office space within or near the UN headquarters to make the relationship between NYLESA and the UN officials, and also to facilitate contact with stakeholders and newcomers.
- D.** Continue follow up to the pilot program of UNDP/WB with LESAs in Istanbul, Bangkok and Kenya.
- E.** Continue the search for information sources and tools to support the job hunting activity of our members in the local market.
- F.** Continue the building of a "Skills Sharing" structure in line with NYLESA Policies and Procedures in order to encourage members to share their professional skills.
- G.** Continue the optimum working of the communications venues of NYLESA, such as the website, social media presence and the Quarterly Magazine and Weekly Agenda.
- H.** Improve the indicators and metrics related to the membership, activities and events in order to better measure the participation of members and growing of the association.
- I.** Improve internal communication between all working groups in order to optimize the overall working of the association.
- J.** Keep records of every activity and prepare good handout materials for the following SC. It will ensure continuity and will facilitate the optimization of volunteers' time.
- K.** Work forward to create a NYLESA dedicated page in the iSeek intranet.
- L.** Establish partnerships with institutions/business that can offer discounts to our members.

APPRECIATION

Thanks to UN Organizations

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

UN Secretariat:

- **Executive Office of the Secretary General:** Katra Sambili
- **Human Resources Division and Career Resource Centre and Staff Development Service:** Dominique Norz, Eran Schweiger, Raluca Nastasescu, Dafna Weissblatt
- **Office of the Assistant Secretary-General for Human Resources Management:** Sana Afify
- **Language and Communications Programme:** Catherina Dakay, Javier Zanón, Felipe Martin Sarachaga
- **Visa Committee:** Kathleen Doyle, Rula Eid Greco, Anne-Marie Gloznek
- **UN Visitors Centre:** Vincenzo Pugliese, Judith Adebe
- **New Staff Orientation:** Sean Bempong, Eran Schweiger, Ursula Fraser, Myriam Zadi
- **Learning, Development and HR Services Division, OHRM:** Yesenia Figueroa
- **Human Resources Management, Office of Assistant Secretary-General:** Celine Novenario
- **Examinations and Tests Section, DM/OHRM:** Paul Henderson, Pina Roos
- **Headquarters Staffing Section, Strategic Planning & Staffing Division, OHRM:** Cristina Milano

UNDP: Jorge Chediek, Gabriele Kodura, Rashida Tenny, Raquel Lagunas, Touqir Anwar

UNFPA: Michael Emery, Sarah Rose, Sonja Spierings

UNICEF: Richard Bridel, Sovany Trapani, Denise Younker, Takelu Gross, Jorge Flores, Sophie Brivardy, Geeta Rawlani

UNOPS: Angela Lehn

UN Women: Eugenia Jenny Dalalaki, Leia Grossman, Stephen Brightwell

Pass & ID Office: Lt Paul Janowski, Alison Eaton

KSD Outreach Division (ISseek): David Mimran, Cecile Walschaerts

UNWG: Alexandria Toth, Genoveva Wallach, Kelly Chung, Elsa Wurfl

DM-OPPBA. Income Tax Unit. Accounts Division: Elsa Begné

UN STAFF RECREATION COUNCIL: Taïna Glaude

Thanks to other Organizations in New York

Our sincere thanks to organizations in New York collaborating with us:

BISNY. British International School
Grace Institute
Lyceum Kennedy
LFNY
NYPL. New York Public Library
The Press Box
UNIS. United Nations International School
Waterside Plaza
Wolf Group
Tilus TAX Business Services, Inc
The Cultural Services of the French Embassy

Thanks to NYLESA Members

Our sincere thanks goes to the following volunteers for their generosity, commitment and hard work; the 2017 achievements wouldn't be the same without them.

a. Career Support Working Group members

Coordinator and Roster Manager: Nessreen Bahaa eddin Abu zeid

Co-Coordinator: Clement Petit

Language Tables Coordinators: Liliana Rodrigues, Jenny Nasser, Elena Giachetti, Ksenia Dalnova-Poncet & Veronica Pereyra

LinkedIn Manager : Rhonda Clarke

Career Table Presenters: Fabian Luetzig, Olivier Caudron, Amel Derragui, Rula Greco, Gabriele Kodura

Work Permit and Taxation Experts Team: José Antonio Blázquez, Olivier Caudron, Teresa Sola, Fabrice Gamon

Language Tables facilitated by: Ksenia Poncet, Lora Wiley, Flor Taboada, Teresa Sola, Carlos Martinez, Joan Uribe, Verónica Pereyra, Rocio Tejedor, Roger Díaz, Banu Chediek, Liliana Rodriguez, Carolina Urena, Peter Heijkoop

Language Tables hosted by: Ksenia Poncet, Ingrid de Bloeme, Arnold Brakenhoff, Carolina Flores, Marcela Torres, Lora Wiley, Flor Taboada, Sonia Suleman, Verónica Pereyra, Michelle Negreros

b. Communication Working Group members

Coordinators: Nina Eneroth and Fiorella Vitale

Design and Graphic Design: Nina Eneroth, Clare Robertson, Fiorella Vitale, Yen Nguyen

Magazine Support: Fiorella Vitale, Davina Salomon, Jenny Nasser, Clare Robertson, Carlos Martinez, Hugo Genest, Paola Triolo, Paola Cefaro, Olivier Caudron, Flor Taboada, Lora Wiley,

Twitter Manager: Nina Eneroth

Website Team: Frédéric Hantrais, Clare Robertson, Mayank Jain

c. Welcome Working Group members:

Coordinator: Odalea Freire

Cocktail Gathering Team: Pierre Valet, Roberto Correa

Coffee Gathering Team: Shona Simpson, Diana Camacho,

Special Events Team: Lora Wiley and Ashma Lal

Support Group: Odalea Freire, Marcela Quintero, Lucia Andrei

NYLESA Connect: Davina Solomon, Paola Triolo

Supporting members: Olivier Caudron, Frédéric Hantrais, Jenny Nasser, Florina Aldea, Flor Taboada, Banu Chediek

d. Membership Team:

Coordinator: Paola Triolo

Supporting Members: Marcela Quintero, Liliana Rodríguez, Davina Solomon, Odalea Freire, Kausar Ovais, and Tuula Komulainen.

g. Advisory Board supporting Chairperson and Co-Chairperson: Mayank Jain, Angela Bamblett, Olivier Caudron, Michele Negreros, Banu Chediek, Verónica Pereyra.

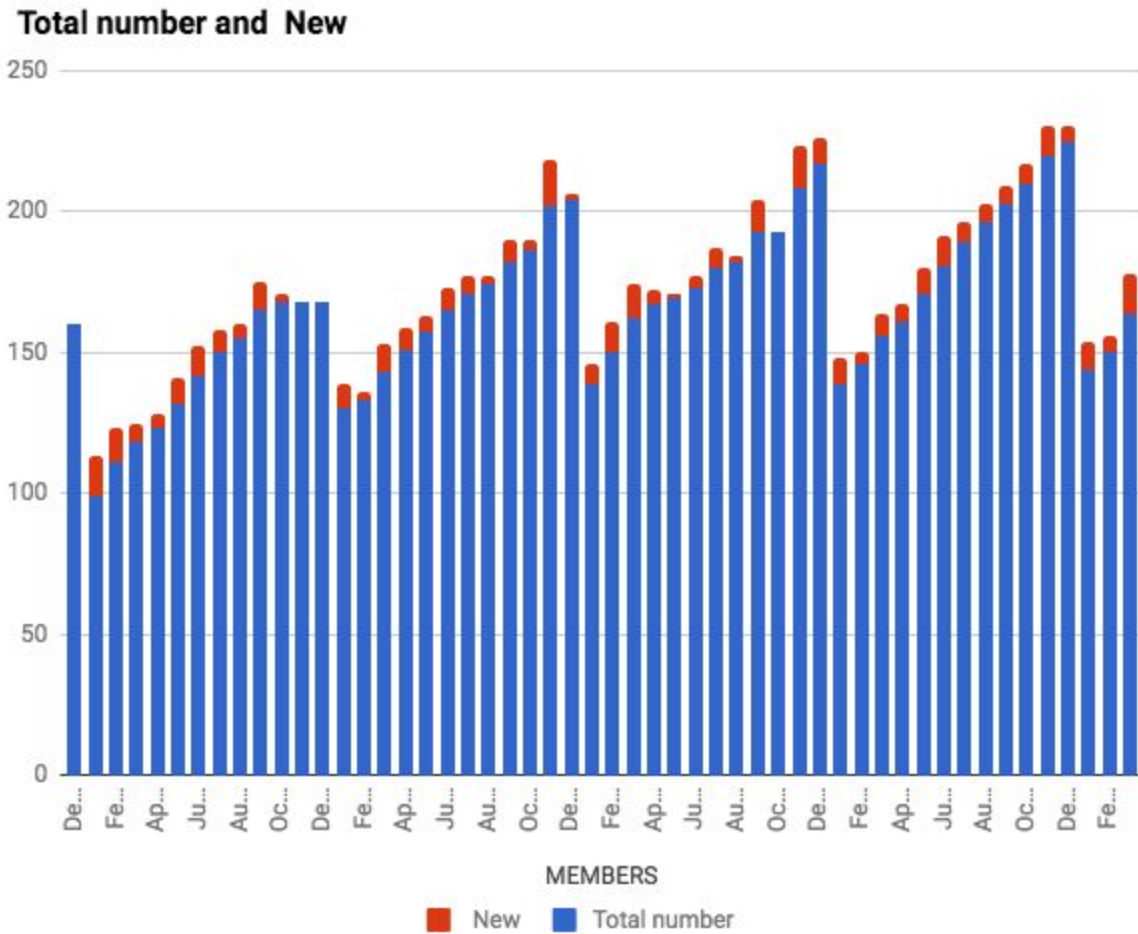
ANNEXES

A. NYLESA Membership Distribution (to Jan 2018).

a. Number of members:

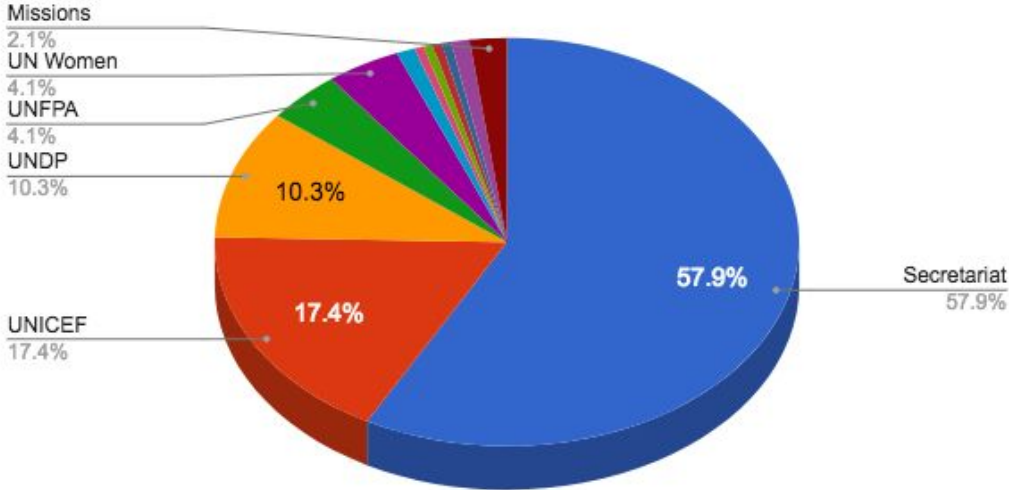
Total number at the end of January 2018: 201

Total new members during the year: 87

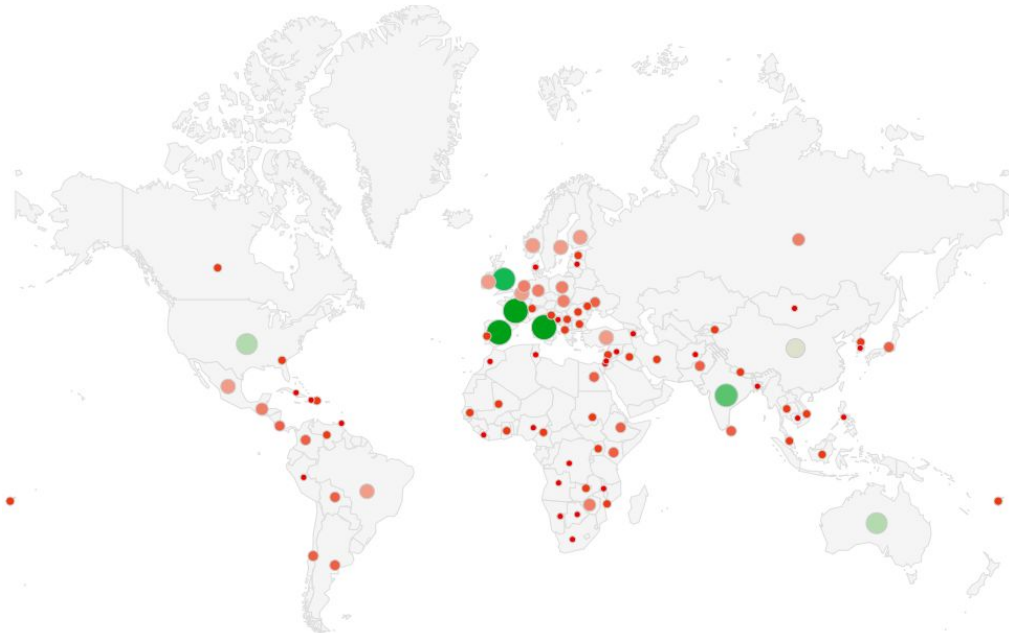


b. Members in the UN System:

Agencies

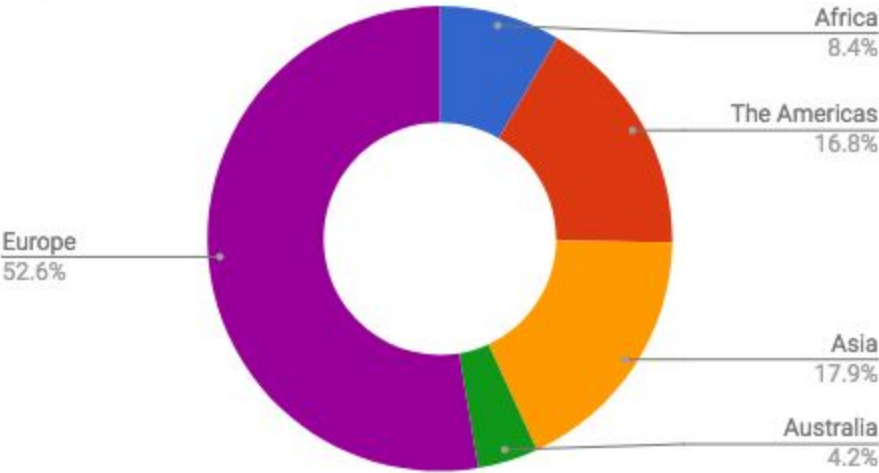


c. Members on the map:



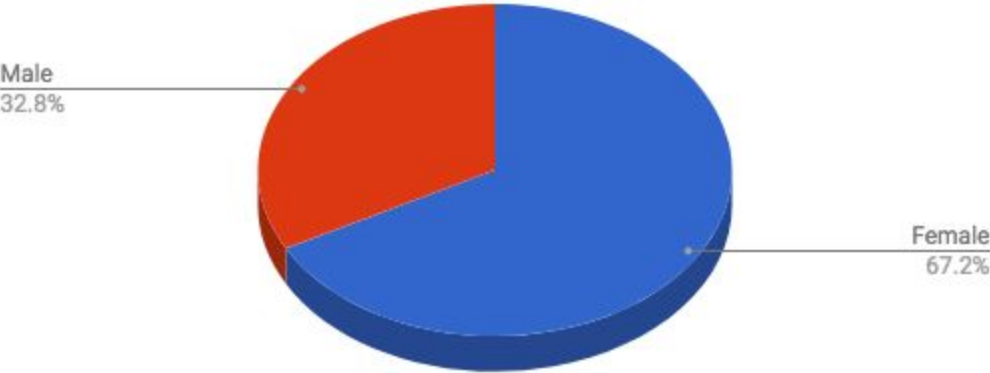
d. Nationalities by region:

Region



e. Gender distribution:

Gender



B. NYLESA General Annual Schedule

Activity	Frequency	Schedule
Annual General Meeting	Annually	Beginning of March
Candidates Brunch	Annually	End of January
Steering Committee Meetings	Once a month	First Friday of the month
Coffee Gatherings	Once a month	Second Wednesday of the month
Holiday Coffee Gathering (Special edition)	Annually	December
Welcome Back Coffee Gathering (Special edition)	Annually	September
Career & Business Fair	Annually	October or November
Cocktail Gatherings	Once a month	Third Thursday of the month
Picnic in Central Park	Annually	July
Cultural Tour	Twice a year	May and November
UN HQ Tour: Visitors Center	Twice a year	January and September
Museum Tours	Quarterly	Third Wednesday of the month (tentative to the specific schedule)
Career Support Tables	Once a month	First Monday of the month
Language Tables: English	Once a month	Second Tuesday of the month
Language Tables: Spanish	Once a month	First Friday of the month
Language Tables: French	Once a month	Third Wednesday of the month
Language Tables: Portuguese	Once a month	Fourth Tuesday of the month
Language Tables: Italian	Once a month	Fourth Wednesday of the month
Language Tables: Dutch	Once a month	Third Friday of the month