



Surf Life Saving Australia Terms of Reference

Youth Working Group

Authorised By:	Development Advisory Committee (DAC)
Purpose:	To represent youth member views, needs, concerns, values, and ideas by engaging youth members to shape the future of the organisation for the next generation.
Roles:	<ul style="list-style-type: none"> • Validate the need for youth members to have a voice in the future of SLS and its offerings. • Contribute to the development of existing programs and the creation of new relevant programs for members. • Facilitate national collaboration and promote shared responsibility for improvement in learning and development initiatives. • Ensure national standardisation and consistency within learning and development. • Contribute to the development of national learning and development resources and programs. • Attend to any matters as referred by the SLSA Board, SLSA CEO, and other SLSA Committees. • Promote and advance evidence-based approaches to learning and development. • Consider strategic and operational issues relating to learning and development and make recommendations based on research and discussion of best practice.
Authorities and Limitations:	<ul style="list-style-type: none"> • Can make recommendations to the Chair of Development on all youth related development matters. • The working group and its members must refer all SLSA matters for public comment to the SLSA CEO. • The working groups deliberations and recommendations are confidential.
Composition:	<p>The Committee shall be comprised of:</p> <ul style="list-style-type: none"> ▪ SLSA Youth Lifesaver of the Year (Chair for the term of their award) ▪ 14 state/territory representatives (2 per state/territory) ▪ Non-voting: SLSA representative who will act as secretariat. <p><i>Note 1:</i> Deputy Chair appointment to be determined at first meeting. <i>Note 2:</i> In the absence of the Chair the Deputy Chair shall act in the role of Chair. <i>Note 3:</i> Visitors and/or observers may attend meetings by prior consent of the Chair.</p>
Reports to:	<ul style="list-style-type: none"> • Chair of Development, in conjunction with the Chair Youth working group will ensure that the working group functions properly, and that there is full participation during and outside of meetings and that effective decisions are made and carried out. • SLSA will provide a representative who will act as secretariat and ensure that the working group is conducted according to the Terms of Reference. They will maintain accurate minutes. • The Chair Youth working group must encourage and support the members, remain objective, and facilitate group work and discussion. • The Youth working group must maintain a line of communication to the DAC. This will be achieved through regular contact with the Chair of Development and the Chair Youth working group attending the DAC meetings to provide a report on discussions and recommendations from their meetings.
Level of Delegation:	<ul style="list-style-type: none"> • The Youth working group has no delegation for approval of expenditure. • The Youth working group can make recommendations to the DAC.



Skills	<p>Members appointed to the Youth working group will be state/territory representatives who are reflective of the youth membership, are aged 13-18 years when selected, and have an interest in:</p> <ul style="list-style-type: none"> ▪ Inclusivity and diversity ▪ Communication ▪ Technology ▪ Growing a better organisation for our members
Responsibilities of Representatives	<ul style="list-style-type: none"> • The main function is to provide a national youth voice and perspective. • To attend meetings regularly as required and actively participate in the groups work. • To represent the interests of their fellow youth members, fully and accurately to the best of their ability. • To maintain commitment to the values of the SLS movement through all deliberations. • To judge each issue on its merit with particular reference of benefits to the movement and the public. • To address matters only related to the working group purpose and responsibilities and defer other matters as necessary.
Quorum:	<p>The quorum for any working group meeting shall be at least five (5) members (excluding SLSA employees), consisting of representatives from at least four (4) different States/territory.</p>
Meeting Schedule:	<p>At least two times, and up to four times annually; and/or as directed by the DAC.</p>
Term:	<ul style="list-style-type: none"> • 2-year term for state/territory representatives, however in the first set up of the working group: • 1st representative has 1-year term. • 2nd representative has 2-year term. • 2-year terms to commence for all representatives following the first year.
Review	<ul style="list-style-type: none"> • The effectiveness and membership of the Youth working group will be reviewed after a period of 1 year.
Provision of Recommendations:	<p>All listed members excluding the Chair and SLSA staff, shall be entitled to contribute to any recommendation at all meetings of the Youth working group at which they are present in person, or by proxy. The Chair shall have the right to determine the final recommendation where a consensus cannot be reached.</p>