



## **YOUTH ADVISORY COMMITTEE (YAC) – ROLE DESCRIPTION**

> Role Title: YAC Member > Term: 1 year > Report to: VM Manager

### **POSITION SUMMARY:**

Volunteer Marlborough (VM) helps to facilitate volunteer opportunities to address community needs and to inspire a lifetime of commitment to service. The VM Youth Advisory Committee (YAC) members will provide a youthful perspective that is so important to developing strong volunteer programmes in the community. The mission of YAC is to offer guidance and support for VM and its member organisations. No one knows better than you how to reach youth. This is a chance for you to use your voice to serve the community and gain leadership skills. YAC will meet fortnightly to discuss service projects, recruitment strategies, fundraising ideas, and other aspects of VM programme delivery.

### **RESPONSIBILITIES:**

- Attend fortnightly YAC meetings
- Attend at least four YAC projects during the programme year
- Develop and grow the YAC with support from the VM team
- Work with the VM leaders/volunteers to set goals and objectives for VM's strategic plan
- Conduct online research with various stakeholders including youth, community organisations, and community members on challenges faced by youth and the best way to help with these
- Work as a liaison between youth and the staff / board of community organisations
- Contribute to the research, design, and development of VM programmes
- Support the design and development of youth focused outreach and promotional material
- Demonstrate an ongoing desire and ability to contribute to the achievement of the objectives set by the committee
- Act as an ambassador and advocate for VM in the community
- Actively recruit new youth to participate in VM activities on an ongoing basis
- Receive and reply to email questionnaires and online surveys
- Bring youth issues and opportunities to the YAC
- Assist VM to canvass youth views

In return for your commitment, Volunteer Marlborough will provide members with:

- The opportunity to be a valued member of the YAC
- The chance to have input on various working parties and/or projects
- Assistance with transport to and from meetings, if needed
- Enhancing your CV for school, university, and future jobs
- Insight to processes and systems of community organisations
- The experience and knowledge to make the voice of young people heard



## QUALIFICATIONS:

- Between the ages of 12 and 24
- Previous experience in leadership is an asset but not essential
- Passion for community service and involvement
- Demonstrated commitment and sensitivity toward inclusion and diversity
- Demonstrated ability to communicate with people from a diverse range of backgrounds in a respectful, empathetic, and non-judgemental ways
- Recommended by a teacher, school advisor, youth worker, employer, or other adult (non-family)

## KNOWLEDGE / EXPERIENCE:

- Ability to plan, lead & participate in appropriate service-learning projects / activities
- Ability to work well with others, especially in leadership roles
- Be reliable and dependable
- Work a flexible schedule to meet project needs
- Show mature judgement and decision making
- Have a positive, helpful attitude
- Show enthusiasm when serving the community
- Dedicated to and passionate about serving the community

## MEMBERSHIP:

The Youth Advisory Committee will include up to 15 members. These 15 will include no more than 5 from Year 13

Members of the Volunteer Marlborough Youth Advisory Committee will be selected in the belief that each will support and further the organisation's mission and work specific to community involvement in the Marlborough region; that each member will devote time, talent, and energy to the programme; and that each member will objectively and appropriately engage in deliberations and decisions relating to the programme.

Volunteer Marlborough YAC welcomes and encourages applications from any gender identity, sexual orientation, persons with disabilities, and members of all cultural backgrounds.