

Young Women's Council Charter 2020

YWCA Australia is driven by a vision where 'all women, young women and girls are safe and respected with equal access to power, opportunities and resources. Our work is underpinned by the organisation's values of feminism, inclusion, excellence, innovation and integrity.

1 Role of the Young Women's Council

- 1.1 The YWCA Young Women's Council (YWC) provides a young women's lens to our organisation, including future planning, advocacy, policy, research, communications, membership and stakeholder engagement.
- 1.2 Council Members discuss the strategic direction, advocacy campaigns, communications, policy platforms and objectives of the Company and facilitate the development and implementation of these and any other matters that the Company may reasonably request the Council to consider. The Council may make recommendations to the Company in regard to the above.

2 Council Members

The Council shall consist of no more than 18 members. Members must be aged 12-30 (at the time of appointment)

- 2.1 The Young Women's Council shall have 18 members aged 12-30 (at the time of appointment).
- 2.2 A Council Member's term shall be for two years. Any Council Member who has held office for two or more years since being elected, must retire and will have the option to seek re-election provided they are eligible to do so. A Council Member can serve a maximum of two consecutive terms on the Young Women's Council. A person ceases to be a Council Member if:
 - They resign by notice in writing. If a Council Member resigns from their position, the position will remain vacant and be filled at the next scheduled election.
 - They have failed to comply with the Code of Conduct in any material respect and have not, after being given 21 days' written notice, made reasonable attempts to remedy any non-compliance with the Code of Conduct.
 - They cease to be a Member of the Company or are disqualified by the Board from being a Member.

3 Selection of Council Members

- 3.1 The nomination and election process for the Young Women's Council will be reviewed annually and presented to the Board for approval.

The nomination and election process is set out in Appendix A.

4 Council Structure

- 4.1 There shall be no Chairperson of the Young Women's Council. Meetings will be led by a rotating Chair who will be a member of the Young Women's Council.
- 4.2 The Young Women's Development Manager will perform Council secretary duties, unless otherwise delegated to a member of the Council.
- 4.3 There shall be one Young Woman Board Director represented on the Council. This representative will be selected by the Board.
- 4.4 Meetings will be online (e.g. via Zoom) and held monthly except for December and those months where a F2F meeting occurs.
- 4.5 Meetings will be scheduled in three monthly blocks and will occur outside of ordinary office hours (9 – 5).
- 4.6 Council Members must notify the meeting Chair and/or Young Women's Development Manager if they will be an apology for the meeting.
- 4.7 Where budget permits, the Young Women's Council will meet annually in-person in Sydney.
- 4.8 Quorum for Council meetings is half the total members, plus one.
- 4.9 The model for all decision making will be consensus based (of those present at the meeting).
- 4.10 Following each meeting the Young Women's Development Manager will coordinate with the meeting Chairperson to distribute meeting minutes and action items to the full Council.
- 4.11 Meeting minutes may be provided to the Board on request.

| Document Control Data | |
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| Responsible Body | Young Women's Council |
| Accountable Officer | Young Women's Development Manager |
| Application | Members of the Young Women's Council and employees who support the Council |
| Supersedes | N/A |
| Associated documents | YWCA Australia Constitution YWC Code of Conduct |
| Legislation | N/A |
| References | |

| Approval and Amendment history | | | | |
|--------------------------------|----------------|---------|------------|-------------|
| Review period – 2 years | | | | |
| Approval date | Effective Date | Version | Amendments | Next review |
| xxx | xxx | 1.0 | xxx | 1 year |
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Appendix 1 – Nomination and election process

The Young Women's Council shall be elected via electronic ballot.

Nominations will be open to all YWCA Australia Ordinary Members aged between 12-30 (at their time of appointment). Current staff members of YWCA Australia or its Affiliates are not eligible to stand for election to the Young Women's Council.

There are currently no other eligibility or selection criteria.

Nominations will be received via the YWCA Australia website.

The election platform will be determined by the Company Secretary, with input from relevant staff and the Young Women's Council. Consent will be requested from applicants to have their profiles shared with members.

All nominations that meet the eligibility criteria will be presented to the YWCA membership for election.

All YWCA Australia Ordinary Members are eligible to vote.