

# YWCA Australia

## B011 Young Women's Council Charter



### Introduction

The Young Women's Council (YWC) is established under clause 53 of the Constitution of YWCA Australia (YWCA).

Separately and apart from this role, individual members of the YWC are YWCA members and may interact with the YWCA in this capacity.

### 1. Purpose

- Make recommendations to the YWCA Board regarding the strategic direction, advocacy campaigns, policy platforms and objectives of YWCA.
- Facilitate the development and implementation of these and any other matters that the YWCA Board reasonably requests the YWC to consider.
- Support the YWCA Board in achieving the YWCA's purpose and strategic long-term outcomes.
- Ensure diverse young women's voices, insights and needs are reflected in the organisation.
- Provide recommendations on changes to the YWC Strategic Activities.

### 2. Responsibilities of the YWC

The particular responsibilities of the YWC from time to time will be based on an annual Strategic Activities Plan provided by the YWCA Board to the YWC, which may include the following:

- Provide advice in developing and implementing advocacy influence campaigns to support young women leading policy and systemic change for effective housing pathways and social supports via the digital activist group.
- Provide advice and support to develop key improvements from our annual impact insights focused on young women.
- Where applicable, support the Board in developing the revised strategy to ensure YWCA continues to promote and engage young women at the centre of our work.
- Produce an annual report of YWC contributions, performance and recommended changes to YWC responsibilities for the YWCA Board's consideration.
- Undertake any other tasks as may be delegated to the YWC by the YWCA Board from time to time.

### 3. Responsibilities of the YWCA Board

The responsibilities of the YWCA Board in relation the YWC are:

- Provide the YWC Strategic Activities Plan to the YWC by 1 July each year and update this Plan from time to time as required by the needs of the organisation.
- Report back to the YWC on their annual report and recommendations after its consideration by the YWCA Board.

### 4. Membership

- The YWC will comprise up to 9 persons who are YWCA Ordinary or Life Members aged 18-30 at the time of their election or appointment ('YWC Members').

- Other than the Member appointed by the YWCA Board, YWC Members will be elected for a term of 2 years.
- A YWC Member ceases to be such if they resign or cease to be a YWCA Ordinary/Life member.
- One young woman YWCA Director will be appointed as a Member of the YWC by the YWCA Board.
- The YWC will elect a Chair of the YWC.
- Membership of the YWC should reflect an appropriate mix of skills, experience and diversity to enable the execution of the YWC responsibilities.

## 5. Election of Members

- The election of YWC Members will occur biennially
- The procedures for appointment and election of Members will be determined by the Board from time to time considering feedback from the YWC.

## 6. Meetings and Reporting

- The YWC will meet as per the annual YWC Strategic Activities Plan
- Meetings will be held by video, except one face to face meeting per year (where possible)
- There is no requirement to produce Minutes of YWC meetings.
- A written update against the YWC Strategic Activity Plan will be provided to each YWCA Board meeting.
- For all YWC meetings outlined in the YWC Strategic Activity Plan, YWC will receive the agenda 1 week prior including any pre-reading papers.

## 7. Secretary

- The YWCA Company Secretary (or their nominee) will be the secretary to the YWC and attend all YWC meetings.
- The YWCA Company Secretary will have oversight of the YWC Strategic Activities Plan and monitor its execution.
- The YWCA Company Secretary (or their nominee) will support the operation of the YWC by assisting in the preparation of meeting agendas, the despatch of the meeting agenda and papers and setting up meetings.

## 8. Professional Development

- Professional development for digital advocacy influence and mobilisation skills will be provided to the YWC as determined by, and in accordance with the budget set by, the Board on an annual basis.

## 9. Review

- The YWC will review its Charter biennially and recommend changes, if any, to the YWCA Australia Board for consideration
- The YWC will review its performance and compliance with this Charter annually and report its findings to the Board in their annual YWC report.

<b>Young Women's Council Charter</b>	
<b>Responsible Body</b>	YWC
<b>Accountable Officer</b>	Company Secretary
<b>Application</b>	YWC YWCA Board
<b>Supersedes</b>	Young Women's Council Charter
<b>Associated Documents</b>	YWCA Australia Constitution YWCA Board Charter
<b>Legislation</b>	N/A

<b>Approval and Amendment History</b>				
<b>Review Period – 2 years</b>				
<b>Approval Date</b>	<b>Effective Date</b>	<b>Version</b>	<b>Amendments</b>	<b>Next Review</b>
18/08/2022	18/08/2022	1.0	Charter changed to reflect shifting role of YWC, outline role of Board and provide greater clarity.	August 2024