

# Youth Council

## Information Pack

### Purpose

- To provide a forum for young people to highlight issues, needs and aspirations important to them and relevant to local government in Nillumbik Shire
- To build confidence, skills and knowledge in young people including leadership, community, team work and project management skills
- To provide advice, feedback and input, on behalf of young people in Nillumbik, into the development of Council strategies, policies, projects and decision making
- To provide a platform for young people to have a say and lead projects that impact their lives
- To initiative projects, events and activities that aim to support, empower and improve the lives of young people in Nillumbik
- To educate young people about local government and the role it plays in shaping the community

The Nillumbik Shire Council Youth Council will consist of up to fifteen (15) young people aged 15-25 years of age who are passionate about being involved in their community and representing the views, ideas and needs of young people in the Nillumbik area.

### The Nillumbik Youth Council will:

- act as a peak advisory group to Council, advocating for opportunities, barriers and/or issues impacting on young people in Nillumbik
- Provide advice to Council about how these issues can be addressed
- Develop local initiatives and projects for young people

The Nillumbik Youth Council will be responsible for the establishment and review of a Youth Strategy and Action Plan, which will set out the priorities and actions for young people to lead with the support of Council across their two-year term.

## Benefits of being a member of Youth Council

- Increase your confidence, skills and knowledge in leadership, advocacy, team work, local government, communication and project management
- Opportunity to provide feedback, advice and views on issues that are important to you and other young people in your community
- Build strong connections with other young people, local government and within your local community
- Learn key skills such as running and facilitating meetings, community engagement, developing and leading projects, advocacy and more
- Great experience to add to your CV!

## Selection criteria

The Nillumbik Youth Council will consist of up to 15 Youth Councillors aged between 15-25 years of age, who live, work, volunteer, study or play in Nillumbik and will include the election of a Mayor and Deputy Mayor.

The table below represents the criteria for accessing each applicant against their responses provided in the application form.

Question number	Criteria	Point weighing
1	Ability to demonstrate a range of knowledge, skills and/or lived experience that would benefit the Youth Council	15
2	Demonstrates passion towards an area/issue/topic and can relate that passion to their role on Youth Council	15
3	Can identify key issues related to young people in the community	15
4	Can provide examples of how these issues could be responded to and has provided examples of the actions that would be involved when responding	15
5	Can identify effective ways of consulting with young people in Nillumbik	10
6	Can demonstrate leadership qualities and/or ability and willingness to learn	10

7	Can commit to attending Youth Council meetings, official events and training opportunities as required	10
8	Is willing to consult with young people and the community	5
9	Is willing to help develop and deliver initiatives and projects that aim to benefit young people in Nillumbik	5
10	Additional weighting will be given to a young person who meets one or more of the following criteria: <ul style="list-style-type: none"> <li>• Living in Rural Nillumbik</li> <li>• LGBTIQ+</li> <li>• Aboriginal or Torres Strait Islander</li> <li>• Person with a disability</li> <li>• Culturally and linguistically diverse</li> </ul>	10

## Term of Officer

- Youth Councillors will be appointed for a two year term, however all Youth Councillors reserve the right to reconsider their role on Youth Council each financial year according to work, study or personal commitments.
- The Mayor will be elected by a majority of the Youth Council and will stand for a period not exceeding one (1) year. The Youth Mayor is responsible for chairing the meetings of Youth Council.
- The Deputy Mayor will be elected by a majority of the Youth Council and will stand for a period not exceeding one (1) year. The deputy mayor will chair the meetings when the Youth Mayor is unavailable

## Meetings

- At the beginning of the two year term, the Youth Council will be required to attend all induction and training meetings scheduled (to be determined by the Youth Development Team)
- The Youth Council will meet fortnightly to support the co-development, review and implementation of Council's Youth Strategy and Action Plan
- Formal Advisory Meetings will be held bi-monthly in Council Chambers on a Monday between 4pm – 6pm
- Additional hours involving evening, weekends and school holidays may be required at various stages.

- Youth Council may at times attend and present at Ordinary and Future Nillumbik Council Meetings.
- Meetings will be attended and supported by the Team Leader Youth Development and Coordinator Youth, Community & Place
- Key dates are outlined in the schedule below

## Appointment of Youth Councilors

1. Interested young people between the ages of 15 and 25 years must complete an online application form that will be available on the Nillumbik Youth Website
2. All submissions will be reviewed and shortlisted.
3. Shortlisted applicants will be invited to attend an interview
4. Where possible, 15 Youth Councillors will be selected to represent a diverse range of young people from Nillumbik and according to the Selection criteria
5. The successful applicants will receive a letter of offer to become a member of the Youth Council
6. Successful applications will be required to return a signed acceptance offer by a specified time
7. Unsuccessful applicants will be advised and offered the opportunity to meet with a Youth Development Officer to explore other local opportunities for community engagement and skill development
8. Each appointed Youth Council member who is, or turns 18, before or during their term is required to complete a Working with Children Check. Members are to maintain their Working with Children Check at all times and submit evidence of such to Council.
9. The election of a Mayor and Deputy Mayor will take place as part of the first formal meeting of the Youth Council

## Payment

Youth Advisory Councillors will be reimbursed for their time and out of pocket expenses through a payment of \$500 per year, paid in four instalments of \$125 per quarter and only when 80% attendance is met throughout the year.

## 2021 Schedule

ACTIVITY	KEY DATES
Applications open	Monday 11 January
Applications close	Sunday 28 February
Shortlisting of applicants	Monday 1 – Friday 5 March
Interviews	Monday 8 – Friday 12 March
Letter of offer	Monday 15 – Friday 22 March
Youth Council Induction	Monday 29 March
<b>Formal Advisory Meeting</b> Election of Mayor and Deputy Mayor	<b>Monday 12 April</b>
Youth Council Meetings	Monday 26 April, 4-6pm Monday 10 May, 4-6pm Monday 24 May, 4-6pm
<b>Formal Advisory Meeting</b>	<b>Monday 7 June, 4-6pm</b>
Youth Council Meetings	Monday 21 June, 4-6pm Monday 5 July, 4-6pm Monday 12 July, 4-6pm Monday 26 July, 4-6pm
<b>Formal Advisory Meeting</b>	<b>Monday 9 August, 4-6pm</b>
Youth Council Meetings	Monday 23 August, 4-6pm Monday 6 September, 4-6pm Monday 20 September, 4-6pm
<b>Formal Advisory Meeting</b>	<b>Monday 4 October, 4-6pm</b>
Youth Council Meetings	Monday 18 October, 4-6pm Monday 1 November, 4-6pm Monday 15 November, 4-6pm Monday 29 November, 4-6pm
<b>Formal Advisory Meeting</b>	<b>Monday 13 December, 4-6pm</b>