



## City of Whitehorse

### Whitehorse Youth Representative Committee (WYRC) Roles and Responsibilities

**Coordinator of WYRC: Jacqueline Piper:** Youth Participation Officer

**Classification:** Volunteer

**Tenure:** 12 months (with possibility of extension)

**Goal Statement:** To represent the interests of young people in the City of Whitehorse to the community and council through active membership in the WYRC and ongoing development of leadership, advocacy and consultation skills.

#### **Key Responsibilities:**

##### Whitehorse Youth Representative Committee:

- ❖ To contribute to a safe and productive platform for discussion of youth issues.
- ❖ Participate in relevant training and skill development.
- ❖ Actively build on knowledge of services and activities available to young people.
- ❖ Implementation of a variety of avenues whereby consultation with young people can occur.
- ❖ Advocate on behalf of young people to relevant departments and individuals in council.
- ❖ Distribution of relevant information on activities and services available to young people.

##### WYRC Position Specific Responsibilities:

- ❖ Attendance at fortnightly WYRC meetings: Minimum of 80%.
- ❖ Contribute to meetings including discussions, rotating minute taker and chairperson and treasurer roles.
- ❖ Respect other committee member's opinions.
- ❖ Active involvement in organized key WYRC activities.
- ❖ Communicate with others in the committee and respond to emails.
- ❖ Participate in community and local government consultations.
- ❖ Set goals and identify personal development areas.

#### **Notes and comments:**

- It is a requirement that all WYRC volunteers over the age of 18 hold a valid Working With Children Check.
- It is a requirement that all FreeZa volunteers over the age of 16 undergo a National Police Criminal History Check.
- It is expected that if a committee member is experiencing difficulty in continuing with the WYRC that they approach the coordinator as soon as possible to discuss options.