

Volunteer role description



Red Cross acknowledges
the Traditional Owners
of this land, their ancestors
and Elders, past and present.

the
power of
humanity



Volunteer Youth Advisory Committee Member – NSW

Department	NSW Governance
Availability	Monthly meetings (face-to-face or teleconference); project work and events outside of meetings; 2–3 hours per week; 6 months with a possibility to extend for another 12 months
Location	NSW – flexible
Category	Contributing to our operational work

Building an inclusive, diverse and active humanitarian movement based on voluntary service

Role purpose

The NSW Youth Advisory Committee (YAC) is a governance committee of the Australian Red Cross that supports the organisation through the planning and delivery of youth related campaigns and events in NSW. The NSW YAC is responsible for advising the NSW Board and senior staff, designing and delivering youth engagement and mobilisation initiatives, and promoting the work of Australian Red Cross.

Role responsibilities

- Attend monthly meetings face-to-face or via teleconference, including an annual Planning Day (note: you have to be available for the next Planning Day on Saturday 18th January 2020)
- Lead the design and implementation of NSW YAC projects, events and initiatives (i.e. Youth Week) as agreed at Planning Days and YAC meetings
- Provide regular progress updates and reports to the YAC Chair or project lead
- Represent the NSW YAC on other Red Cross committees where appointed
- Attend and assist with Red Cross events as required (AGM, World Red Cross Day, ANZAC Day, Member Forums etc.)
- Research youth-related topics and documents and provide written reports to senior staff
- Provide advice and support to University Clubs, Clubs and Branches as needed
- Collaborate with YACs in other States/ Territories and the national RedXYouth committee
- Work with the NSW Board and advocate for participation, recognition and support for young people in all relevant activities of Red Cross
- Provide advice from a youth perspective for Red Cross programs and business functions in NSW, particularly those involving young people

Knowledge, skills and experience

- Experience coordinating projects and/ or events
- Highly developed communication and interpersonal skills and confident presenting to a broad range of stakeholders
- Marketing and social media skills
- Experience working with community based organisations preferred
- Experience working with diverse people, including culturally and linguistically diverse people

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- At ease working independently or as part of a diverse and geographically dispersed team to share the workload
 - Organisational skills including the ability to prioritise tasks and manage commitments
 - Knowledge of and interest in the work of Australian Red Cross and an understanding of project areas in NSW
 - Strong commitment to taking humanitarian action and voluntary service
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Check requirements

- A National Criminal History Check prior to commencement and renewed every five years (Red Cross will arrange this)
 - A NSW Working with Children's Check
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Learning and development

- Complete Red Cross online learning modules as required
 - Attend Red Cross Volunteer Induction, Program Training, Planning Days and ongoing training as required
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General conditions

We act always in accordance with the Australian Red Cross Ethical Framework and Child Protection Code of Conduct

We are a Child Safe organisation and all volunteers are required to comply with relevant State and Territory legislation requirements

We comply with the Red Cross Workplace Health and Safety management system

We demonstrate skill, knowledge and behaviour to work with Aboriginal and Torres Strait Islander people in a culturally respectful way

We may be required to assist the organisation on occasion, in times of national, state or local emergencies or major disasters

In all activities, our volunteers are guided by the Fundamental Principles of the Red Cross and Red Crescent Movement

Humanity

Impartiality

Neutrality

Independence

Voluntary Service

Unity

Universality
