



## WA Youth Theatre Company – Youth Advisory Committee Guidelines

*Being on the YAC is a fantastic and valuable opportunity to learn about arts management and governance. This role is separate from and in addition to your participation in the creative activities of the Company.*

The Youth Advisory Committee (YAC) is an opportunity for members of WA Youth Theatre Company (WAYTCo) to provide input to the company from a youth perspective. Members play an active advisory role in the governance and management of the Company. The YAC helps the Company remain directly in touch with its members and YAC membership offers members a window into the world of arts management. This empowers young creatives in this aspect of independent theatre practice, and also provides an opportunity to explore additional professional pathways in the arts.

### Expectations

Committee Members will:

- Act as ambassadors for WAYTCo
- Help promote WAYTCo shows, events and opportunities
- Represent youth members by offering suggestions and feedback to the Company at Board Meetings and participating in strategic planning activities
- Work together to plan and execute YAC-led initiatives for the benefit of the Company
- Build and maintain a safe and positive community of young creatives working together

### Structure

The Youth Advisory Committee will:

- Be a diverse group of up to six members under the age of 27
- Be elected at the first Board Meeting following the AGM
- Be invited to attend Board meetings to provide their views on matters addressed at that meeting
- Meet every six weeks, in between Board Meetings, at a time determined by the YAC Chairperson, either online or in person
- Provide input to be presented at Board Meetings by YAC Chairperson – this will address any questions from the Board and staff of the Company, as well as convey any feedback, concerns, or ideas from the Committee and other WAYTCo youth members
- Connect with current WAYTCo members and seek to represent the breadth of membership
- Have a presence at each of WAYTCo's core offerings (devised work, scripted work, 24hr Play Generator, Ensemble) wherever possible

### **Chairperson of the Youth Advisory Committee**

- The Youth Advisory Panel will have a Chairperson, being a member of the Youth Advisory Committee who is also a member of the Board of Management elected at the AGM
- If more than one member of the Youth Advisory Panel is a member of the Board of Management, the Board of Management will elect one person as chairperson of the Youth Advisory Committee
- The Chairperson must be over the age of 18
- This is a leadership role, and will require additional hours in addition to normal YAC business

The chairperson will:

- Coordinate the YAC and chair meetings
- Present on behalf of the YAC at Board Meetings – including answers to questions from the Board and staff of the Company, as well as conveying any concerns or ideas from the YAC and other WAYTCo youth members
- Act as the point of contact between the Board and staff, the Youth Advisory Panel, and youth members of the Company
- Receive support and mentoring from the Chair of the Board, and work closely with the staff of the Company

### **Deputy Chairperson of the Youth Advisory Committee**

- The Youth Advisory Panel will also have a Deputy Chairperson, being a member of the Youth Advisory Committee who will share some responsibilities with the Chairperson.
- The Deputy Chairperson must be over the age of 18
- This is a leadership role, and will require additional hours in addition to normal YAC business

The Deputy Chairperson will:

- Help the chairperson with the coordinatin of the YAC and occasionally chair meetings
- Help coordinate YAC communications and projects along with the chairperson
- Act as the point of contact between staff and the Youth Advisory Committee, and youth members of the Company
- Receive support and mentoring from the Chair of the Board, and work closely with the staff of the Company

### **Expectations**

As a committee member, during the year of your term, you will be expected to:

- Attend at least one Wednesday evening Board Meeting
- Attend at least 8 YAC meetings



- Actively contribute the voice of youth to the Company
- Participate actively in YAC projects
- Adhere to WAYTCo's and the YAC's codes of conduct
- Volunteer up to 8 hours of your time each month to YAC-related work

If a panellist is inactive for three months without approval from the Board they will forfeit their position; which will then be filled by another member of the Company.

### **Opportunities**

Being on the Youth Advisory Committee means you will:

- Play an active role in the governance of an arts organisation
- participate in strategic planning and contribute to the direction of the Company
- Where appropriate, gain experience in arts administration
- Work in a team to plan and run a fundraising event
- Have the opportunity to participate in the social media subcommittee
- have the opportunity to write reviews for shows, receiving free tickets

### **Applications**

Any member of WA Youth Theatre Company under the age of 27 (and who will remain under 27 until 1 April 2021) is invited to apply for the YAC. Applications are now open and will close on 18 May 2020. Applicants will be notified of the outcome of their application by 30 May. To apply, please send an expression of interest to [generalmanager@waytco.com](mailto:generalmanager@waytco.com). Or complete the online form here: <https://forms.gle/Yq86GgQkyNe4DpJ3A>



**WAYTCO YOUTH ADVISORY COMMITTEE NOMINATION FORM**

Or complete the form online here: <https://forms.gle/Yq86GgQkyNe4DpJ3A>

Name of nominee: \_\_\_\_\_

Contact number: \_\_\_\_\_

Email address: \_\_\_\_\_

Age: \_\_\_\_\_

**What would you like to contribute to the Committee?**

**What would you like to gain by being part of the Committee?**

I have read and agree to the WAYTCO Youth Advisory Committee guidelines

Nominee signature: \_\_\_\_\_ Date: \_\_\_\_\_