**About YMCA Victoria (the Y)**

The Y is a charitable, not-for-profit community organisation that has served the Victorian community for more than 160 years. Together with partners, the Y address community needs whilst building strong people, strong families and strong communities.

The Y is committed to empowering young people as one of its three key priorities. The organisational belief statement is: ‘The Y believes in the power of inspired young people.’

**About Youth Parliament**

The YMCA Victoria Youth Parliament is run by the Y in conjunction with the Victorian State Government’s Office for Youth and Equality. With the help of a dedicated volunteer Taskforce, 120 young people from across Victoria will debate in the Chambers of Parliament House in the September 2021 school holidays.

Through Term Two and Three, teams will write ‘Bills’: a document addressing a specific legislative issue. This culminates in a three-day long residential training weekend in August, and week-long residential camp in late-September. This includes three days debate in Parliament House; a formal opening and closing ceremony and a reception hosted by the Governor of Victoria. Away from Parliament House, participants also take part in a series of rewarding and often challenging recreational sessions.

The objectives of the program are:

* To provide a State forum for young people to express their views on the State of Victoria;
* To provide the State Government with ‘Bills’ which are an expression of young people’s concerns and expectations, and which can be acted upon by the Government;
* To develop in young people an interest and understanding of Victorian parliamentary history, etiquette and procedure;
* To develop public speaking and presentation skills;
* To develop in young people leadership, decision-making and critical-thinking skills.

**The Taskforce**

A cohort of 18 young leaders volunteer collaboratively each year to deliver the YMCA Victoria Youth Parliament program. While each Taskforce is expected to meet the following responsibilities, they will also have role-specific tasks unique to program outcomes and their passions. These ‘portfolios’ are: Parliamentary Training, Logistics and Welfare, Communications and Stakeholder Engagement, and Recreation.

**Who we are looking for:**

The following responsibilities will need to be demonstrated in the application period to be considered for Taskforce:

1. Organisational abilities: Calling everyone who is a master with Google Calendar or keeps a dedicated dot journal planner, showing an ability to keep on top of your workload is a must.
2. Teamwork and leadership: A keen approach to working collaboratively with others whilst being a critical innovator and initiative-taker (along with a generous dash of humour) are trademark qualities of Taskforce.
3. Professional ambassadorship: You will be in the same room as Members of Parliament, government officials, community leaders and ambitious young people—showing an ability to navigate these spaces and show off the program’s and your own best sides are key.
4. A commitment to young people’s wellbeing: At the Y, we take safeguarding of children and young people very seriously. All successful Taskforce will need to have a Working with Children’s Check and undergo a Police Check, and ensure they work in best-practice during their tenure.

These are not mandatory but desired qualities:

1. Residential camping experience
2. Facilitation experience for small and large audiences
3. Experience in program development and design
4. Experience in online facilitation and logistics

You **must** be over 18 years old by 26 April and ideally reside in Victoria, however working remotely is a possible arrangement for the right candidate.

**Expectations for the 2021 program**

As a member of Taskforce, you must be able to meet the following expectations of the 2021 program:

* Attend monthly Taskforce meetings
* Attend portfolio meetings, the first Executive meeting for this role will be held at 12pm Saturday 8 May
* Ensure all communication is appropriate and timely
* Complete all work assigned and agreed to at a professional and timely standard
* Assist in the preparation of and attend the residential camping programs:
  + Friday 21st to Sunday 23rd May 2021 (Taskforce Training Weekend)
  + Friday 27th to Sunday 29th August 2021 (Youth Parliament Training Weekend)
  + Friday 17th to Friday 24th September 2021 (Week of Youth Parliament)
* Submit a role handover document and contribute to the construction of a portfolio report, due by 31st October, which will conclude your Taskforce obligations

Should any of the above expectations not be met, a discussion will be had with the Program Director which may lead to a forfeiture of your position.

**What you will get out of it**

Volunteering for the Y and for YMCA Victoria Youth Parliament comes with a plethora of perks. All volunteers and staff at YMCA Victoria receive:

* Free access to pools and gyms owned by YMCA Victoria, once you receive your volunteer and staff access card
* 24/7 access to the Employee Assistance Program

Additionally, as a YMCA Victoria Youth Parliament volunteer, you will be provided:

* Brilliant opportunities to develop your professional and interpersonal skills
* Exclusive training in facilitation, teamwork and leadership by experienced professionals
* Access to a Taskforce alumnus mentoring network

**Role-specific details**

As the Youth Press Gallery Director, you will utilise your understanding of parliamentary press coverage to direct a team of 10-15 aspiring journalists from across Victoria to cover Youth Parliament. You will oversee the recruitment, training and debriefing of the Youth Press Gallery journalists, ensuring an engaging, inclusive and empowering experience across the many facets of parliamentary press, including written, video, social media and other forms of media production. You will ensure your journalists feel supported in the lead up to and during the residential program dates and feel strong in the application of their skills to tell the stories of Youth Parliamentarians. As YPG Director, you will work with the YPG Leader to achieve all program outcomes to a highly professional standard. You will advise the Executive on matters relating to Youth Press Gallery and provide critical strategic direction for the program’s development.

You will find success when the press gallery is humming with the sounds of keyboards tapping and cameras clicking during debate, you elevate and expand the public image of Youth Parliament, and your journalists leave with a portfolio of highly regarded work and a deep sense of community and teamwork.

**Portfolio:** Youth Press Gallery and Executive

**Positions available:** 1

**Time commitment:** 4-5 hours per week (times will vary by roughly 2-3 hours depending on time of year)

**Reports to:** Program Director

**Applications close:** 9am Monday 26 April 2021

**Application link:** https://forms.gle/dBdnfwq5ssuFdLXf7

For any questions, queries, concerns and/or humorous anecdotes, please contact Kergen Angel at [youthparliament.vic@ymca.org.au](mailto:youthparliament.vic@ymca.org.au).

*YMCA Victoria Youth Parliament is an inclusive and accessible space for all. We are committed to ensuring access and empowerment for First Nations, People of Colour, LGBTQ+, disability and low-socioeconomic applicants. Please contact Kergen Angel at* [*youthparliament.vic@ymca.org.au*](mailto:youthparliament.vic@ymca.org.au) *for recruitment access requirements.*