

Template

Terms of Reference

Purpose:

The purpose of the Wellbeing, Health & Youth (WH&Y) Commission is to conduct participatory action research to advance ethical and meaningful ways young people can engage in health research and translation in Australia. The WH&Y Commission aims to be an independent platform for young people's views and aspirations for health with a holistic approach.

The Commission will advocate for young people to have a say on current challenges in health and wellbeing research, discussing barriers that prevent the meaningful involvement of young people in health research and co-creating strategies, resources and tools to foster a youth-centred approach.

The Commission is part of a broader research effort to scale the engagement of young people in adolescent health and wellbeing research in the digital age. Commissioners are encouraged to be co-researchers and co-designers of tools, resources and strategies that enable the transformation of institutions and professionals who research, design policy and deliver services for young people.

Coordination:

The WH&Y Commission is supported by staff at the Young and Resilient Research Centre at Western Sydney University that is part of the Wellbeing, Health and Youth NHMRC Centre of Research Excellence in Adolescent Health.

Aim:

To transform the way research and translation in health is done by centering young people's views and experiences.

Membership:

- Young people aged 12 - 24
- Reside in Australia (current membership within NSW, Victoria and Western Australia)
- Diversity is highly valued
- The term of the membership will initially be 12 months

Guiding Principles:

- Mutual Trust and Accountability
- Diversity and Inclusion
- Equity and Responsiveness

We enact these Guiding Principles by ensuring:

- We are inclusive, open minded and respectful of different perspectives
- Challenging and exploring are an integral part of the WH&Y Commission to support young people's needs through their growth and development
- We are punctual, well prepared and timely with responses
- We are realistic about the approaches taken, along with actionable plans
- We have a strong focus on outcomes

Template

Terms of Reference

Commissioner Team Member Roles and Responsibilities:

- Commissioners are expected to participate in:
 - WH&Y's induction program
 - Research to understand and improve how the Commission promotes ethical youth participation in health research
 - Online discussions with other Commissioners, responding to questions and tasks for at least 4 hours per month
 - Attend fortnightly face to face/online meetings
 - Opportunities to represent and promote WH&Y through advocacy and consultancy
- Commissioners must also provide WH&Y and its partners advice on:
 - Topics of youth health, with a focus on research, policy making and professional practice/services
 - Potential WH&Y research projects by giving constructive feedback

Online Community Guidelines:

- Online communication will be done via zoom private Facebook Group or other messaging platforms as agreed.
- WH&Y Commissioners will need to interact respectfully
- Ability to actively and respectfully participate in all events/workshops and to maintain regular communication to be considered an active member of WH&Y Commission

Resources and Support

- WH&Y CRE staff and researchers will be available during and between meetings to welcome and support WH&Y Commissioners. Contact staff at any stage if you have questions or concerns.
- We will provide refreshments at face-to-face meetings.
- Pending funding we will provide WH&Y Commissioners with an honorarium of \$250 for attending the induction program – 6 online sessions and then based on opportunities and events. Commissioners will be notified in advance of any change to the honorarium.

Opportunities

- We always seek to give WH&Y Commissioners While we attempt to give everyone a fair go, there may be times when the WH&Y support staff are given short notice to appoint a Commissioner to a project. In such circumstances the the WH&Y support staff may approach particular Commissioners or allocate according to who responds first.

Membership will cease if:

- If the individual resigns on their own accord
- If the young person doesn't comply with the Terms of Reference
- Fails to communicate or attend three consecutive meetings without explanation