

2025

Youth Council Position Description



Mildura Rural City Council

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Youth Council Purpose

The Mildura Rural City Council (MRCC) Youth Council is an advisory and advocacy committee whose role is to represent the voice of young people who live, work and study in the region.

The MRCC Youth Council is an important mechanism for consultation with young people and for providing advice to Mildura Rural City Councillors and staff on matters that affect young people in the municipality.

Youth Council Goals

The goals of the MRCC Youth Council are to:

- a) Provide opportunities for young people to have their say and influence MRCC policies, plans and strategies
- b) Promote young people as valuable citizens who make a positive contribution to the community
- c) Provide opportunities for young people to develop leadership skills
- d) Provide the opportunity for Mildura Rural City Councillors to meet, hear and learn from young people
- e) Provide opportunities for young people to consult with the wider community

Youth Council Objectives

The objectives of the MRCC Youth Council are to:

- a) Represent and promote the voice of young people in the MRCC municipality
- b) Provide a platform for young people to advocate on priorities that are important to their lives
- c) Advise MRCC on current and emerging issues affecting young people
- d) Provide opportunities for young people to influence youth-focused programs and projects
- e) Provide a mechanism for young people to oversee the implementation of the MRCC Youth Strategy
- f) Identify service gaps and opportunities for improved cooperation, coordination and advice and feedback to young people and partnership that will improve outcomes for young people
- g) Build a sense of civic pride about young people in the community
- h) Provide opportunities for young people to be engaged in civic activities and events
- i) Include young people from diverse backgrounds in the decision-making process
- j) Strengthen professional development opportunities for young people
- k) Develop young people's confidence and leadership skills

Position Objectives

The objectives of the position of a MRCC Youth Councillor are to:

- a) Ensure all MRCC Youth Council briefings and meetings are conducted in an inclusive, effective and professional manner
- b) Ensure that all decisions by MRCC Youth Council are made collectively
- c) Ensure that MRCC Youth Council and its Working Groups adhere to MRCC policies and the MRCC Youth Council Terms of Reference
- d) Ensure MRCC Youth Council and the MRCC is represented in public in a professional manner
- e) Ensure that MRCC Youth Council has a professional relationship with the Mayor, Councillors, City Managers and officers
- f) Ensure that the MRCC Youth Council advocates about priorities concerning young people

Key Responsibilities and Duties

The key responsibilities and duties of a MRCC Youth Councillor are to:

- a) Work collectively to identify and nominate priorities that are important to young people
- b) Provide advice to MRCC Councillors and staff on issues concerning young people
- c) Provide a voice for, and advocate on behalf of, all young people in the MRCC municipality
- d) Participate in activities that provide a platform for young people to address priorities and emerging issues impacting their lives
- e) Participate in the development of policies, strategies and plans that improve outcomes for young people in the community
- f) Provide written submissions and feedback to MRCC on policies, plans and strategies that impact young people
- g) Participate in reference groups, advisory committees and steering committees (when requested)
- h) Provide advice on the youth programs provided by MRCC
- i) Chair MRCC Youth Council Working Groups when requested
- j) Attend community events and civic functions as a MRCC representative (when requested)
- k) Participate in media opportunities when appropriate and requested

Term of Office

MRCC Youth Councillors will be appointed for a one-year term; however, all MRCC Youth Councillors reserve the right to reconsider their role on MRCC Youth Council according to work, study or personal commitments.

Selection Criteria

Interested young people aged between 12 and 24 must complete an Expression of Interest form, undertake an interview and provide one (1) referee.

Applicants will be selected according to the following selection criteria:

- a) Their ability to constructively participate in an advisory capacity
- b) The ability to represent a broad range of views that reflects the diversity of the MRCC community
- c) A thorough understanding of the local community and its social, environment and economic influences on young people
- d) Good knowledge and understanding of the local issues that are relevant to young people
- e) A willingness to contribute positively to meetings in a fair and unbiased manner
- f) The ability to look beyond personal interests for the benefit of the community
- g) The ability and willingness to encourage participation from the community
- h) The capacity to commit to the MRCC Youth Council and its expectations for the duration of the MRCC Youth Council Term
- i) A willingness to celebrate the success and achievements of young people in the MRCC municipality

Process

Expressions of Interest will be open for three weeks (21 days);

- a) MRCC Councillors and Youth Engagement staff will shortlist applications for interviews
- b) Successful applications will be contacted for an interview
- c) Unsuccessful applications will be notified via email no more than five (5) working days after the Expression of Interest process have closed

Youth Executive

The MRCC Youth Council will elect both a Youth Mayor and Deputy Youth Mayor. The election will be conducted by an anonymous ballot. Nominees for each position will be asked to present a candidate speech to the MRCC Youth Council explaining why they should be elected to the role. The ballot will be facilitated by Youth Engagement staff.

Dates and Times of Meetings

- a) The formal Advisory Committee meeting will be held fortnightly at Council's Deakin Service Centre (76 Deakin Avenue, Mildura) or online as required
- b) Times and days will be decided by elected MRCC Youth Council members together with Youth Engagement staff
- c) All MRCC Youth Councillors will be required to attend all induction and training sessions as scheduled by the Youth Engagement staff
- d) Additional hours involving evening, weekends and school holidays may be required at various stages
- e) MRCC Youth Councillors may at times be invited to attend and present at MRCC Council Meetings
- f) Where a briefing or MRCC Youth Council Meeting is held over a lunch or dinner period, appropriate catering will be provided

Honorarium Payments

The commitment made to MRCC Youth Council is considerable with young people making a significant time commitment to ongoing work through the year which may impact their ability to undertake other paid employment. In acknowledgment of the significant time commitment involved, MRCC Youth Council members will be paid a quarterly honorarium allowance to compensate for costs associated with participation. This will be capped at a maximum of \$2000 per year.

Remote Area Travel Allowance

A remote travel allowance provides compensation for the cost and time on long distance travel by Youth Councillors who live in remote areas. This allowance will only be made available to Youth Councillors who normally reside more than 50kms from Mildura. The allowance is calculated based on the distance travelled from the Youth Councillors base location to the approved destination. The remote travel allowance will be paid quarterly.