

Information on becoming a Board member of Youthlaw

How to join the Youthlaw Board

Each AGM (held annually) invites nominations from members of Youthlaw.

To become a member of Youthlaw fill in our [Membership Form](#)

Youthlaw Board welcomes nominations from people who will assist the Board to develop its capability and bring diversity of background and skills.

Being a board member of Youthlaw is a unique opportunity to contribute to guiding an innovative youth-focused organisation. Board members play an important role in shaping Youthlaw strategy, long-term sustainability and impact.

We welcome applicants of all levels of skill and experience including any young people (under the age of 25) to join the board. Applicants with skills in the areas of non-profit governance, marketing, financial management or accounting, and youth-related work will be highly regarded.

About Youthlaw

Our Vision: A just and equitable society for, and shaped by, young people.

Our Mission: To provide an accessible legal service to young people under the age of 25 and their advocates, focusing on areas of unmet legal need and addressing systemic legal and social justice issues. Our mission is guided by our [Strategic Plan](#).

Our Activities: Our key services and programs include providing legal advice through clinics like our Frontyard (Melbourne City Mission) drop-in advice clinic, outreach services in regional Victoria and the Legal Pod program to support young people transitioning from out-of-home care to independent living. More information about our activities can be found in our Annual Reports: <http://youthlaw.asn.au/about-youthlaw/annual-reports/>.

Responsibilities and role as a Board member

Board members are legally and ethically responsible for all activities of Youthlaw. A high level of personal integrity and an alignment with the Youthlaw vision and mission are essential.

Responsibilities as a member of the Board Member will include (but are not limited to):

- Acting honestly and in good faith at all times as a board member, and making decisions in the best interests of Youthlaw
- Contributing to strategic direction and identifying opportunities for Youthlaw to grow
- Ensuring Youthlaw meets its legal obligations
- Promoting and enhancing the reputation of Youthlaw
- To comply with Youthlaw Board policies
- Participating in at least one Board subcommittee. Current subcommittees include Governance & strategy, Employment, Finance and Marketing and Communications.
- Review board papers and financial reports prior to Board meetings.

Time demands (approximate)

- Board meetings are held once every two months on a weeknight between 6.30pm and 8.30pm, however this is subject to change based on availability. A failure to regularly attend board meetings may result in removal from the board.
- Attendance at subcommittee meetings (approximately one hour every two months) and ad hoc meetings as needed.
- Undertaking subcommittee tasks in between meetings
- Attendance at the Annual General Meeting

- Preparation for Board meetings.

The position is an unpaid voluntary board appointment, for an initial term of 2 years & a maximum of 6 years (subject to re-election every 2 years)

An up-to-date Working with Children Check is essential.

The following skills and experience would be highly regarded, but not essential:

- Experience with or knowledge about vulnerable young people
- Some experience and/or knowledge of the legal and financial responsibilities associated with being a board member of a not for profit and incorporated association.
- Experience in engaging with stakeholders from government, corporate or not for profit areas
- Project management and ability to work effectively in a team
- Strategic planning and development of organisations
- Fundraising and grant applications
- Financial management, including reporting requirements and budgeting
- Employment law or human resources (HR), including improving organisational culture
- Marketing or public relations

How to express your interest in joining the board.

If you are interested in this position, advertisements for nominations will be released approximately one month prior to the Annual General Meeting. A nomination form will be sent to all members. Candidates must a member of Youthlaw at the date of the AGM:

Suitable candidates should be available to attend the Annual General Meeting to be considered for election to the role.

If you have any questions about this position, please contact Linda Le at board@youthlaw.asn.au