

## **The National Chapters Advisory Committee**

### **Terms of Reference – Youth Representatives**

#### **i. Rationale:**

The National Chapters Advisory Committee was established to ensure that the perspectives of National Chapters are represented in discussions with the ISSUP Global National Chapters team and that these perspectives are effectively communicated to the ISSUP Board.

#### **ii. Operational Framework:**

The Committee comprises of representatives from the National Chapters and the ISSUP Global National Chapter team. It is chaired by Roger Weimann (Lead Chair) and Troy Clarke (Co-Chair)

The Committee operates under the following terms of reference:

- Serve as a forum for members from different National Chapters, together with the ISSUP Global National Chapter team, to review and provide feedback on the operation of National Chapters and advise on ways to enhance their impact and effectiveness.
- Represent both individual perspectives and those of the National Chapters to the ISSUP Global National Chapter team, with a focus on:
  - Proposing ideas for improving communications and activities related to ISSUP's National Chapters.
  - Raising issues, questions, and concerns about the functioning of the National Chapters.
  - Providing constructive feedback to help improve the operations of the ISSUP team.
- Conduct regular reviews of the operation of ISSUP's National Chapters, with findings shared with the ISSUP Board.
- Act as a point of contact for both the ISSUP Board and the ISSUP Global National Chapter team.

#### **iii. Meetings**

The Committee meets virtually at least three times a year, with in-person meetings arranged when possible. Additional meetings or communications may be initiated by the Chair or their delegate as required.

#### **iv. Roles & Responsibilities**

- Actively participate in National Chapters Advisory Committee meetings
- Serve as a liaison between the National Chapters Advisory Committee and the National Chapters Youth Network

- Contribute to the development of the National Chapters Advisory Committee workplan and ensure the inclusion of youth-led activities
- Collaborate with National Chapter Youth Network Leads to implement youth-led initiatives.
- Liaise with ISSUP Global in the planning and coordination of regional and global youth meetings.
- Support ISSUP National Chapters in the design and delivery of youth programmes at the local level.
- Participate (where possible) in local and international youth-related initiatives.

#### **v. Selection of Youth Representatives**

The National Chapters Advisory Committee has allocated four (4) positions for youth members, each representing a different geographical region. These regions are defined according to ISSUP's geographical demarcation for National Chapters: Africa, Asia, Europe and the Americas.

Within each region, National Chapters may nominate one (1) youth representative from their Chapter to serve as the regional representative on the National Chapters Advisory Committee. ISSUP Global will collate the information on the nominees in accordance with the requisite data collection policies. The final selection of regional youth representatives will be determined by the National Chapters Advisory Committee using an agreed process.

Selected persons identified to represent the Chapters will serve a two-year term after which the selection procedure will be repeated.

#### **vi. Eligibility and Nomination Criteria**

- Students or young professionals between ages 18 and 30 years.
- Students or young professionals with an educational background in one of the following, including but not limited to:
  - Health Sciences (Medicine, Pharmacy, Nursing etc.)
  - Behavioural Sciences (Psychology, Counselling, Social Work etc.)
  - Education
  - Mass Communication
  - Law
- Experience in volunteerism, drug demand reduction, community engagement, youth leadership, and/or social activism.
- Must be fluent in English and their respective national language.
- Must be a member of ISSUP.
- Should represent a youth network of their own (i.e., be a member of a club, organization, etc. where youth are actively engaged).
- Nominees must be active members of a National Chapter and their nomination must be acceptable to the leadership and governance/management of the Chapter nominating.

- Those nominated should agree to their nomination being proposed and accept the expectation of active engagement with the Committee and its demands for meetings and communications.