North West Young Members' Forum Committee Positions

The Forum shall be administered by an annually elected Executive Committee who shall have duties and responsibilities set out below. The Executive body shall be considered the supreme body in the Forum.

Co-Chairs: who shall

- Be the primary representative of the Forum to the Union and to external bodies
- Co-ordinate and oversee the activities of both the Executive and the Forum as a whole.
- Act as chair to all Forum meetings (on a rotating basis between Co-Chairs).
- One of these Co-Chairs must identify as female.

Membership Officer: who shall

- Be responsible for administration of all matters relating to memberships and subscriptions and liaising appropriately with the Treasurer.
- Being the first point of contact for new or newly engaged members
- Informing the membership of other appropriate information as and when necessary.
- Help organise 2 events annually to drive membership engagement

Communications Officer: who shall

- Have responsibility over the forum's social media presence (along with assigned young members' forum staffer)
- Help draft any policy statements, event advertisements, press releases or any other writing that needs to be published

Political Officer: who shall

- Help form political education events & resources provided by the Forum
- Explore relationships & affiliations of the Forum with other people & organisations
- Work with other committee members to expand the adopted policies of the Forum

National Youth Forum Representatives (2 positions): who shall

- Attend National Youth Forum meetings wherever possible, arranging for replacement delegates when attendance isn't possible
- Speak, vote and act on behalf of the committee at National Youth Forum meetings
- Report the outcomes of committee meetings to our forum committee

Regional Council Delegate (1 position): who shall

- Attend Regional Council meetings wherever possible, arranging for replacement delegates when attendance isn't possible
- Speak, vote and act on behalf of the committee at National Youth Forum meetings
- Report the outcomes of committee meetings to our forum committee

Other committee positions elected at the 2024 AGM:

- International Officer
- Equalities Officer
- Stewards Network Co-Ordinator

Delegates to Regional Service Groups:

- Community Regional Service Group
- Energy Regional Service Group
- Local Government Regional Service Group
- Health Regional Service Group
- Higher and Further Education Regional Service Group
- Police and Probation Regional Service Group
- Water, Environment and Transport Regional Service Group

Regional Sub-Committee Delegates

- Campaigns and Communications
- Climate Emergency Group
- Health and Safety Committee
- International Committee
- Learning and Organising Services (LAOS) Committee
- Schools' Forum
- Welfare Committee

- In the absence of any member of the Executive, their duties may be delegated to another Executive member. Alternatively a full member may be co-opted to fulfil such duties, subject to the approval of a general meeting, until the next possible election.
- An Executive Committee member's duties may be shared by the member where they feel it to be necessary.
- Any Executive members who fail to attend committee or general meetings for 3 months without any contact made shall be deemed to have resigned and a by-election shall be held.
- Members of the Executive shall be elected at the Annual General Meeting and shall take office immediately following the AGM, with a short handover period of up to two weeks permitted where necessary.

- Executive Committee members may take sabbatical periods in the case of personal fatigue or distress. Throughout this period the responsibilities of said Officer will be shared.