## Youth Council Vice Chair



## **Role Description**

The Youth Council Vice Chair will be elected at the first meeting of the year. Their term will be one year, with opportunity to stand again for a further one year.

## Specific tasks:

- Support the Youth Council Chair
- Deputise for the Youth Council Chair when necessary
- Take responsibility of promotion of the Youth Council
- Record actions from meetings to share with Engagement Coordinator
- Ensure members are working towards actions

## Personal qualities:

- Confidence
- Time management
- Organisation
- Punctuality
- Impartiality
- Good communicator
- Effective note taking

These are suggested qualities the Chair could have. This is an opportunity for you to develop these skills.

If you would like to stand as Youth Council Vice Chair, please prepare a short speech (30-60 seconds) about why you think you should be elected Vice Chair.