



Millennial Advisory Group Terms of Reference

Purpose and Scope

The Millennial Advisory Group has been developed as a sub-committee of the Hope Street Corporate Committee to enable external millennial stakeholders to contribute to the promotion and sustainability of Hope Street in accordance with the Hope Street Strategic Plan and the Corporate Committee Plan.

Through regular meetings, it also provides a forum for communication between external millennial stakeholders, the Advisory Group, Hope Street personnel and the Hope Street Board.

The Millennial Advisory Group is responsible for:

- Raising their personal understanding of Hope Streets goals and activities
- Positively raising the profile of the organisation
- Raising funds to support the implementation of the Hope Street Business Development and Partnerships Strategy
- Building networks and connections while becoming Ambassadors for Hope Street
- Planning other activities that support the organisations goals

Background

The Millennial Advisory Group has been established by the Hope Street Corporate Committee.

Meeting Frequency and Other Timelines

- The Millennial Advisory Group is a 12 month pilot to be reviewed
- Meetings are to be conducted once a quarter or a minimum of four per annum
- The CEO shall call a meeting of the Millennial Advisory Group if s/he deems necessary for the completion of the Committee's responsibilities
- The Corporate Committee and the Millennial Advisory Group to hold one combined meeting annually

Membership

Membership of the Millennial Advisory Group shall comprise of:

- Members aged between 18 to 35 years of age
- 8 to 10 external representatives
- Possibly from industry groups such as Banking & Finance, Public Relations & Marketing, Academia, Hospitality, Education, Sport Administration, Housing and Development, and Government
- Minimum 1 member from a Hope Street Alumni
- One Board Member from the Corporate Committee
- CEO or nominated representative
- One member of the Corporate Committee

Prior to the appointment to the Millennial Advisory Group, members are required to meet with the Chair of the Millennial Advisory Group and the Hope Street CEO or a representative, to provide some background information (a brief biography).

Quorum

A quorum constitutes the Chair of the Advisory Group CEO or representative and three other members.



Duties and Outcomes

Planning

- Develop and implement a Millennial Advisory Group Action Plan providing guidance for raising the profile of the organisation, building partnerships and raising funds
- Monitor the implementation of the Action Plan

Partnerships

- Build relationships, networks and connections across private and public sectors that will support the purpose of the Millennial Advisory Group
- Ensure partnerships with Hope Street are reflective of the organisation's values and philosophy

Reporting

- Provide a report to the Business Development and Partnerships Committee on the progress of activities contained in the Action Plan

Performance Review

- Review the effectiveness of the Millennial Advisory Group at the end of the one-year pilot period
- Consider the findings and recommendations
- Make recommendations to the Business Development and Partnerships Committee

Resources

- Make recommendations to the Business Development and Partnerships Committee regarding resources and funding in the annual budget for the Millennial Advisory Group to achieve its purpose
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Administration

Should the Chair not be available to convene the meeting, the meeting will be rescheduled or s/he may delegate the responsibility to another member of the Millennial Advisory Group or Corporate Committee.

The Millennial Advisory Group will keep minutes of its meetings.

The minute taker shall circulate the minutes of meetings initially with the Chair of the Advisory Group for comment and tabling at the next meeting for approval. The minutes will be saved in the Hope Street Shared Drive.

The Millennial Advisory Group may make recommendations to Hope Street. The CEO is responsible for and signing-off any reports or recommendations to be made to the Business Development and Partnerships Committee and/or Board.

Policies and Relevant Documents

Hope Street Strategic Plan
Hope Street Business Development and Partnerships Committee Terms of Reference
Hope Street Corporate Committee Terms of Reference
Hope Street Corporate Committee Plan