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| Victorian Youth Congress 2023  |
| Application formOFFICIAL |

# Introduction

## Purpose

The Victorian Youth Congress works closely with the Victorian Government to involve young people in government decision-making. The Victorian Youth Congress provides advice to the Minister for Youth on important issues for young people and supports Government to understand the best ways to involve young people in identifying issues and developing solutions.

The Victorian Youth Congress has played an important role in developing *Our promise, Your future: Victoria’s youth strategy 2022-2027*, and will continue to provide valuable advice to inform its implementation.

The next term of Victorian Youth Congress will begin in February/March 2023 and finish in December 2023.

## Membership

The Victorian Youth Congress is made up of approximately 20 young people aged 12 to 25 years from across Victoria. Membership of the 2023 Victorian Youth Congress will include members from the 2022 Victorian Youth Congress completing their second term, and young people appointed through an open application process. Selection of members will consider skills needed for the role, and representation of Victoria’s diverse community of young people.

Membership of the Victorian Youth Congress is a paid voluntary position, and members are remunerated for their contributions and advice.

Membership of the Victorian Youth Congress will be subject to terms and conditions including minimum attendance requirements and management of potential conflicts of interest. Prospective Members may be asked to complete a National Police Record Check and a Working with Children Check. Members of the Victorian Youth Congress will be endorsed by the Minister for Youth.

A Member cannot hold a paid position with any Member of Parliament or be an employee of the Victorian Public Service while they are a member of the Victorian Youth Congress.

## How to apply

This application form is [**available in an online format**](https://www.youthcentral.vic.gov.au/get-involved/youth-programs-and-events/victorian-youth-congress)at the Youth Central website.

If you prefer, you can submit an application in another format such as a verbal application over the phone. Please contact youth@dffh.vic.gov.au if you wish to make an application outside of the online form or you have particular accessibility requirements.

## Collection statement

The Department of Families, Fairness and Housing (the department) is committed to protecting your privacy. The department collects and handles personal information in this Victorian Youth Congress application form for the purposes of assessing your application. Only members of the Office of Youth will have access to the information you provide.

If you do not provide us with the information requested in this form we will not be able to consider your application to be a member of the Victorian Youth Congress.

The information you provide about yourself is collected, retained and used in accordance with the *Privacy and Data Protection Act 2014* (Vic) and the *Public Records Act 1973* (Vic). For more information on the department’s privacy collection, please refer to the department’s privacy policy or visit our website on www.dffh.vic.gov.au/privacy

You may request access to any of your information that you provide to the department. We will consider requests in accordance with laws such as the *Privacy and Data Protection Act 2014* (Vic), the *Health Records Act 2001* (Vic) and the *Freedom of Information Act 1982* (Vic). The department can be contacted on youth@dffh.vic.gov.au or you may contact the department’s Privacy Unit by emailing privacy@dffh.vic.gov.au.

By submitting an application, you acknowledge that you have read the above and consent to the collection and use of your personal, sensitive and health information (where applicable) for the purposes outlined in this application form.

## More information

As the Victorian State election will be held on Saturday 26 November 2022, the Victorian Government will assume a caretaker role from 6.00pm on 1 November 2022 until such time that either it becomes clear that the incumbent government will be returned, or when a new government is commissioned. All appointments to the Victorian Youth Congress will be subject to Ministerial approval.

If you have any questions about the Victorian Youth Congress, please contact the Office for Youth in the Department of Families, Fairness and Housing (DFFH) please email youth@dffh.vic.gov.au.

# Application form

## Personal details

|  |  |  |  |
| --- | --- | --- | --- |
| **Name**  |  | **Email** |  |
| **Date of birth** |  | **Phone** |  |
| **Address** |  |

**Please list the details of any paid employment or volunteer positions you currently hold:**

#### Availability

**Are you able to attend monthly Friday meetings, with some meetings in Melbourne and some online?**

*Victorian Youth Congress meetings are generally held 6.00 to 9.00pm on the second Friday of the month. Meetings will alternate between in-person and online formats. The Department will cover reasonable accommodation and travel costs, particularly for those who live outside metropolitan Melbourne.*

*Meetings are expected to be held on 10 March, 14 April, 12 May, 9 June, 14 July, 11 August, 8 September, 13 October, 10 November, 8 December.*

|  |  |  |  |
| --- | --- | --- | --- |
| Yes [ ]  | No [ ]  | I can attend some meetings (provide details): |  |

#### Contact

**What’s the best way for us to get in touch with you?**

|  |  |
| --- | --- |
| Phone [ ]  | Email [ ]  |

**If you are selected for an interview, what day would suit you best?**

*Interviews will be held in person in Melbourne CBD or online via Zoom. All interviews will be tailored to meet the accessibility needs of applicants and conducted with Office for Youth staff and current Victorian Youth Congress members.*

(Mark all that apply)

|  |
| --- |
| Tuesday 13 December 2022 between 3pm and 7pm |[ ]
| Wednesday 14 December between 3pm and 7pm |[ ]
| Thursday 15 December between 3pm and 7pm |[ ]

**If you are selected, you will be invited to attend the induction weekend. Are you available on the following weekends?**

*Subject to any health restrictions, this will be an in-person weekend in Melbourne. The Department will cover reasonable accommodation and travel costs, particularly for those who live outside metropolitan Melbourne.*

(Mark all that apply)

|  |
| --- |
| Friday 24 February 2022 – Sunday 26 February 2023 |[ ]
| Friday 3 March 2022 – Sunday 5 March 2023 |[ ]
| Friday 10 March 2022 – Sunday 12 March 2023 |[ ]

## Application questions

Please **answer all questions.** Please do not provide any personal information about another person unless specifically requested by the question**.** Answers should be around **100 to 200 words each.**

#### Interest in joining Victorian Youth Congress

1. **Why do you want to be part of the Victorian Youth Congress? What skills or experience would you bring to the role, and what skills or experience would you like to develop?**
2. **Are there particular social issues you’re passionate about? What makes these issues important to you?**

#### Being part of a team

*Teamwork is a central value of the Victorian Youth Congress. We all play a part and not everyone needs to be a leader – we all contribute in different ways. Throughout the term, we will work together on different projects and collaborate to provide advice to the Government.*

1. **Thinking about a time when you were working on a project with a group, what skills were important to helping the group run well? How did you demonstrate those skills?**
2. **Thinking about a time when you were working on a project with a group, what did you learn or discover about yourself?**

#### Time commitment

*The Victorian Youth Congress requires your time to attend meetings and complete project work. You must be able to attend at least eight out of the ten scheduled monthly meetings. The Office for Youth is here to support you if you have difficulties attending meetings.*

*As well as meetings, Victorian Youth Congress members are expected to complete between five to ten hours of project work each month. This may include activities like undertaking research, attending a meeting, talking with community or providing advice to the government.*

1. **How do you make time for your commitments, and how would Victorian Youth Congress fit into your schedule?**

#### OPTIONAL additional question

1. **Is there any other information you’d like to share with us? This might be something you’d like us to know, or something you’re proud of.**

## More about you (if you want to share)

*These optional questions support the Victorian Youth Congress to have diverse representation from all parts of the community.*

**Do you identify as Aboriginal or Torres Strait Islander?**

|  |  |  |
| --- | --- | --- |
| Yes |[ ]  No |[ ]  Prefer not to say |[ ]

**Do you identify as a disabled young person, or a person with a disability?**

|  |  |  |
| --- | --- | --- |
| Yes |[ ]  No |[ ]  Prefer not to say |[ ]

**What gender do you identify as?**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Female |[ ]  Male |[ ]  Non-binary |[ ]  Other: | Click or tap here to enter text. | Prefer not to say |[ ]

**Do you identify as being part of the LGBTIQ+ (lesbian, gay, bisexual, trans and gender diverse, intersex, queer and questioning) community?**

|  |  |  |
| --- | --- | --- |
| Yes |[ ]  No |[ ]  Prefer not to say |[ ]

**Do you speak a language other than English at home?**

|  |  |  |
| --- | --- | --- |
| Yes |[ ]  No |[ ]  Prefer not to say |[ ]

**Do you have a culturally diverse background?**

|  |  |  |
| --- | --- | --- |
| Yes |[ ]  No |[ ]  Prefer not to say |[ ]

## References

*Please provide details of a referee. Where possible ask someone who knows you well but is not a relative and confirm that they agree to provide their details. They should be able to talk about your strengths, communication skills, passions and anything else that would be important.*

|  |  |
| --- | --- |
| Name |  |
| Relationship to applicant *e.g. employer, teacher* |  |
| Company / school / organisation |  |
| Phone |  |
| Email |  |

## Conditions

**Do you currently hold a Working with Children’s Check?**

|  |  |  |
| --- | --- | --- |
| Yes |[ ]  No |[ ]  No, but I am willing to apply |[ ]

**If I am selected as a Victorian Youth Congress member and get a job with a State Government Department or any Member of Parliament, my membership of the Victorian Youth Congress will cease.**

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| I accept |[ ]  I do not accept |[ ]

## Parent/guardian consent for under 18s

*If you are under 18, please provide the name and contact details of a parent or guardian who supports your application.*

|  |  |
| --- | --- |
| Name |  |
| Relationship to applicant |  |
| Phone |  |
| Email |  |