



**ASSEMBLY OF FIRST NATIONS
NATIONAL YOUTH COUNCIL
TERMS OF REFERENCE**

*Effective July 1, 2003
Amended May 30, 2008*

Mission statement: ‘Voices in Unity – Voices from the Community’

Vision: We as community members and indigenous citizens united in exercising our inherent rights, strive to influence the direction of the Assembly of First Nations through advocacy, equality and working with all levels of Leadership, in creating opportunities for personal development and empowerment for the future of all generations.

■ **PURPOSE**

- Bring youth issues with recommendations and/or solutions forward and share ideas to take back to our communities.
- Be a positive role model.
- Be involved with the AFN through the Executive Committee, Confederacy meetings, Annual General Meetings and Chief’s Committee meetings.
- Support and work with regional youth initiatives.
- Build positive working relationships with other National/International Youth Councils.
- Act as a resource and a representative for the community, territory, regional and national levels.
- Work with AFN to raise financial resources to support the activities of the National Youth Council.
- Advocate for programs and partnerships for youth activities.
- Build positive working relationships with communities, governments and organizations.

■ **MEMBERSHIP**

- The membership of the National Youth Council Shall consist of two youth representatives - 1 male and 1 female - from each of the ten regions of the Assembly of First Nations.
- Membership is limited to First Nations Youth.
- One alternate (male or female) from each of the ten regions will be identified for the National Youth Council.
- With respect to the bylaws of each region it is their sole discretion to identify their

representation.

- Youth council members under the age of 18 must be accompanied by a chaperone at the region's expense.
- The National Youth Council shall be appointed for a term of up to three years and shall be eligible for reappointment.
- Based on the appointment process in each region, every attempt will be made to replace only four regional representatives per fiscal year.

■ REPRESENTATION

Chairpersons:

- The National Youth Council will elect or appoint by consensus two Chairpersons, one male and one female. The two Chairpersons will act as spokespersons on behalf of the National Youth Council as required.
- The National Youth Council members will vote on the Chairpersons positions during a National Youth Council meeting at an AFN Annual General Assembly.
- The Chairperson(s), after their one year term may seek re-election for the Chair positions.
- The two National Youth Council Chairpersons shall be advisory members to the AFN Executive Committee.
- The Chairpersons will be responsible for reporting to the AFN Executive Committee, the Confederacy of Nations, as well as Annual General Assemblies, on current National Youth Council activities.
- The Chairpersons will be responsible for preparing a summary of any meetings attended on the outcomes of such said meeting, to the Executive Committee members.
- Chairpersons are responsible, with the assistance of the Youth Policy Analyst for facilitating, chairing and preparing of agendas for all National Youth Council meetings and conference calls.
- Agenda to be available to National Youth Council members a week prior to council meetings.

Executive Committee:

Disclaimer: Eliminating numbers to discourage prioritizing above others

- The National Youth Council will elect, or appoint by consensus by members of the Council, two additional representatives, to participate on an Executive Committee for a term of 1 year in length.
- The National Youth Council members will vote on the Executive positions during a National Youth Council meeting at an AFN Annual General Assembly.
- At least two executive representatives of the National Youth Council, chosen by consensus by members of the Council shall participate in all Annual General Assemblies and Confederacy of Nations meetings.

■ **ROLES AND RESPONSIBILITIES FOR NATIONAL YOUTH COUNCIL MEMBERS**

- The National Youth Council may discuss any questions or any matter within the scope of the AFN Charter or relating to the powers and functions of any organs provided for in the AFN Charter.
- All National Youth Council members will adhere to the National Youth Council Code of Ethics and Code of Conduct.
- All National Youth Council members will sign the Letter of Commitment a copy will be forwarded to the Regional Chiefs office.
- The National Youth Council will represent First Nation youth perspectives in all political, social, economic, cultural and traditional matters.
- The National Youth Council will provide communication that will be a continual circle between community, regional and national.
- National Youth Council Members have a commitment to be positive role models and promote a positive lifestyle. Discretion will be based on the Youth Council to work together on decision made of the council member who has disrespected the outlined code of ethics.
- National Youth Council members must be respectful.
- National Youth Council members agree to regular attendance at National Youth Council meetings and conference calls. Unexplained absences will be reviewed by the AFN

National Youth Council.

- National Youth Council members must be punctual for National Youth Council meetings and while on National Youth Council business.
- National Youth Council members will volunteer to sit on sub-committees of the National Youth Council.
- National Youth Council members will be responsible for at least one portfolio as listed under the different sub-committees and work with the Vice Chief/Committees responsible for that portfolio for the duration of their term.
- National Youth Council members will follow up on all business directly affecting youth, including past AFN resolutions.
- National Youth Council members will reply to all requests for response within the time frame given.
- If a National Youth Council member fails to respond to National Youth Council business for a period of 1 month the following action will take place: A letter of notice will be sent to the member's region requesting clarification on the status of the National Youth Council member. If the member is not prepared to adhere to the Letter of Commitment or Code of Conduct the region will be asked to replace the member within a 4 week period of receiving the letter of notice from National Youth Council.
- Past members of the National Youth Council may be invited to participate at National Youth Council meetings as observers or facilitators.

■ **ROLES AND RESPONSIBILITIES OF EXECUTIVE COMMITTEE**

- The Executive Committee members are responsible for reporting to the National Youth Council each time National Youth Council meets.
- The Executive Committee will appoint one of the Executive members to be Communications Officer who will act on immediate national crisis issues and situations.
- The Executive Committee is responsible for participating in portfolios not yet allocated to a National Youth Council member as well as international portfolios and intergovernmental affairs.

- The Executive Committee is responsible for active participation on the AFN Executive Committee.
- Executive committee members will be involved directly with public relations for National Youth Council initiatives.
- The Executive Committee will have an open working relationship with the Youth Policy Analyst.
- National Youth Council members shall not volunteer to participate on the Executive Committee unless they are confident that they are able to commit to meetings and the time required for this appointment.
- Grievances will be brought forward to National Youth council executive and dealt with accordingly
- Executive committee members can make immediate decision as long as it enhances the current undertaken of the AFN NYC and will be held accountable for actions taken.
- All new council members will receive an orientation package (Terms of reference, Code of ethics, contact list and letter of commitment) defining roles and responsibilities with the assistance of the Youth intervener.

■ **ROLES AND RESPONSIBILITIES OF SUB COMMITTEES**

- Sub committee members are responsible for actively participating in Chiefs committee meetings associated with their sub committee portfolios.
- Sub committee members are responsible for providing sufficient notice to the Executive Committee if they are unable to attend Chiefs committee meetings, so that an alternate may be selected.
- Sub committee members are responsible for the planning and development of information related to their portfolios.
- Sub Committee Leads will be responsible for identifying National Youth Council member participation on government and non-government committees and forums.
- Subcommittee portfolios are the following:
 - a. Education:
 - b. Culture/Language:

- c. Land/Resources:
 - d. Treaties
 - e. Health
 - f. Economic Development
 - g. International:
 - h. Intergovernmental, Constitutional, RIFNG:
 - i. Child Welfare:
 - j. Housing and Infrastructure:
 - k. Sports and Recreation:
- Subcommittee members are responsible for contacting the Director of the respective secretariats to introduce themselves in order to begin a positive working relationship

■ **REPORTING**

- National Youth Council members will provide regional updates on activities of the National Youth Council and work completed within their own area each time the National Youth Council meets.
- National Youth Council members will prepare summary reports within one month of attending meetings, including but not limited to Sub-Committee meetings, Chiefs Committee meetings, National Working Groups, Regional Working Groups. All of the summary reports of meetings will include at minimum 2 pages of the following information: who was involved, issues raised, what was discussed/recommended, what are the benefits of the meeting, what are the outcomes and ongoing process and when the next meeting will be held.
- National youth Council members will prepare one annual report from each region to be posted on the web-site and shared in hard copy at the AFN Annual General Assembly.