

# ANGUS YOUTH NATIONAL ROUNDUP ORGANISING COMMITTEE *TERMS OF REFERENCE*

## Background

The Angus Youth National Roundup is a leading four-day event held every year between January and March.

The Angus Youth National Roundup encourages, promotes and provides a wonderful learning platform for anyone aged between 8 and 25 years of age interested in the Australian beef cattle industry.

While the event encompasses a number of competitions aligned with cattle preparation, handling, showing and judging, a large focus is placed on educational sessions and team building activities, designed to encourage and inspire the next generation to remain active in the beef industry.

## Purpose

The purpose of the Angus Youth National Roundup Organising Committee is to:

- Provide guidance and assistance to the Angus Youth National Roundup Event Manager in planning, promoting and conducting the Angus Youth National Roundup.
- Make recommendations to the Event Manager on planning for the Angus Youth National Roundup and associated activities, including venue(s), program, special dinner dance, prizes, catering sponsorship and partnership arrangements, marketing and promotion.
- Consider and provide recommendations to the Event Manager on all other aspects associated with ensuring an affordable and highly successful event.

## Membership

The Organising Committee will consist of at least eight (8) individuals, to be appointed by the Angus Australia Board. These individuals must be an Angus Australia member over the age of 18, with an interest in assisting with the organisation, promotion and conduct of the Angus Youth National Roundup.

The Event Manager engaged by Angus Australia to facilitate the Angus Youth National Roundup will be an ex-officio member of the Organising Committee.

## Selection Criteria

Applicants for the Angus Youth National Roundup Organising Committee will be assessed by the Board's Member Engagement & Youth Committee based upon their suitability against the following criteria:

- Interest in Angus Cattle.
- Interest and involvement in the Angus Youth program.

- Interest and involvement in event planning and management.

Organising Committee members will be appointed for the duration of the event and will be able to reapply for subsequent events.

All members of the Organising Committee will be required to complete a working with children check. Members of the Angus Youth National Roundup Organising Committee are not eligible to enter as a competitor at the event and must be available to assist at the event including the day before and day after the scheduled event dates.

Angus Youth National Roundup Committee members will be appointed for a two year term, with the initial Committee members invited to extend their term for an additional twelve months such that half the Committee will eventually be scheduled for renewal each year.

## Chairman

The Angus Australia Board will appoint a Chairman (formerly the Coordinator) of the Organising Committee from members of the Committee.

## Secretary

The Event Manager will be the Secretary of the Organising Committee.

## Other attendees

In consultation with the Event Manager, the Committee Chairman may invite participation of additional individuals to contribute to the Organisation Committee as deemed necessary.

## Quorum

A quorum will be four (4) Committee members.

## Meetings

Angus Youth National Roundup Organising Committee meetings will be held as often as deemed necessary by the Committee or as required by the Event Manager. Meetings may be face-to-face or via video conference, as required.

## Reporting procedures

The Secretary shall circulate the minutes to the Organising Committee following each meeting. The minutes will be tabled at the subsequent Angus Australia Board meeting.

