

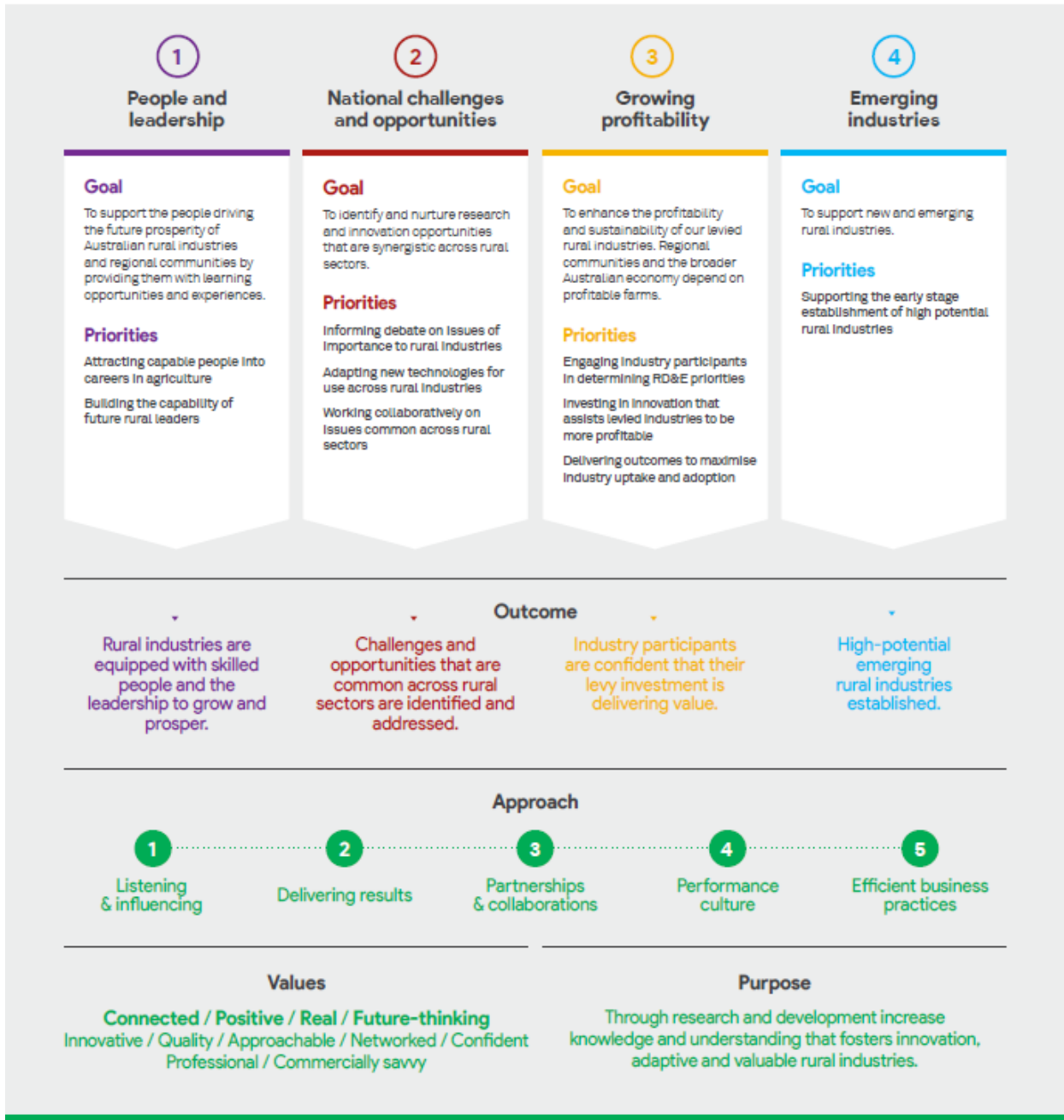
# **AgriFutures™ Rural Women’s Award (RWA) Alumni Advisory Panel Terms of Reference**

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# 1. Vision

## Vision

To grow the long term prosperity of Australian rural industries



## **2. Expectations**

In establishing an AgriFutures™ RWA Alumni Advisory Panel, AgriFutures Australia expects to achieve:

- Assurance that our work and our output is meaningful and relevant
- Robust stakeholder engagement
- Feedback on specific areas
- Insights into on-the-ground problems, solutions, opportunities and challenges
- Understanding of different perspectives across rural communities and agriculture.

## **3. Functions of the AgriFutures™ RWA Alumni Advisory Panel**

Some of the functions (but not limited to) of the AgriFutures™ RWA Advisory Panel will be:

- To advise the General Manager (GM), Communications & Capacity Building about opportunities and challenges facing the Award
- To discuss with the GM, Communications & Capacity Building potential strategies and activities AgriFutures Australia could initiate or participate in
- To participate (if required) in activities such as judging, mentoring and stakeholder engagement
- To discuss priorities and potential investment in a mentoring program for the RWA.

The Panel will report directly to the GM, Communications & Capacity Building of AgriFutures Australia.

AgriFutures Australia reserves the right to accept, reject or to vary any recommendations made to it from time to time by the AgriFutures™ RWA Advisory Panel.

## **4. Appointment arrangements**

The AgriFutures™ RWA Advisory Panel will be compiled and appointed by AgriFutures Australia.

The term of appointment of Panel members is 12-18 months.

At the discretion of the General Manager, Communications & Capacity Building of AgriFutures Australia, to maintain continuity of corporate knowledge on the Panel, a maximum of 50% of the panel may be changed at any one time.

The Panel will operate at the discretion of AgriFutures Australia and AgriFutures Australia reserves the right to terminate the functions of the Panel and/or to dismiss all or any members at any time.

## **5. Composition of the AgriFutures™ RWA Alumni Advisory Panel**

The Panel will comprise of:

- (a) Up to 8 members who applied to be part of the AgriFutures™ RWA Alumni Advisory Panel. The number of successful members is at the discretion of AgriFutures Australia.
- (b) The inaugural Advisory Panel will not have a Chairperson.

A nominated AgriFutures Australia representative will attend all AgriFutures™ RWA Alumni Advisory Panel meetings and be present for the duration of the meeting, unless otherwise authorised in writing by the GM, Communications & Capacity Building.

AgriFutures Australia reserves the right to reject any or all nominees.

The AgriFutures™ RWA Alumni Advisory Panel will be expected to declare any conflict of interest to the General Manager, Communications & Capacity Building of AgriFutures Australia before appointment. Any subsequent conflicts of interest must be managed in accordance with AgriFutures Australia's Conflict of Interest Policy.

## **6. Fees and allowances**

Members of the Panel will be recompensed for their services to AgriFutures Australia and for the industry at rates determined by the Commonwealth's Remuneration Tribunal.

AgriFutures™ RWA Alumni Advisory Panel members who are eligible for remuneration include industry members, consultants, members employed by universities and employees of private companies whose participation on the Panel is additional to their normal role in the company. Members employed by Commonwealth and State Government departments and other government agencies would not be eligible for remuneration.

AgriFutures Australia will also cover relevant travel expenses for all RWA Alumni Advisory Panel members as outlined in AgriFutures Australia Official Travel Policy – Advisory Bodies. The Corporation's Travel Policy –Advisory Bodies is predicated on reimbursement of actual travel expenses for all business related travel.

## **7. Management support**

Management support for the Panel is to be provided through the AgriFutures Australia office or through external facilities as agreed and appropriate. The AgriFutures Australia Representative for a particular program must attend and participate in all RWA Alumni Advisory Panel meetings.

## **8. Induction of new Panel members**

New Panel members will be provided with a letter of appointment explaining their role and responsibilities and the basis on which the member will be remunerated. The letter of appointment will outline requirements regarding disclosure for conflict of interest and will attach a copy of the Corporation's Conflict of Interest Policy. A signed copy of the letter of appointment along with the completed Declaration of Disclosures – Commencement must be returned to the GM, Communications & Capacity Building.

An induction package will be provided by AgriFutures Australia to new AgriFutures™ RWA Alumni Advisory Panel members with their letter of appointment that includes corporate information about AgriFutures Australia, its role, objectives, strategies, policies and procedures.

**9. Accountabilities**

The General Manager, Communications & Capacity Building of AgriFutures Australia is responsible for these Terms of Reference.

**10. Effective date**

The commencement date of the AgriFutures™ RWA Alumni Advisory Panel will be 11 September 2019 for 12-18 months.

**11. Associated documents**

Upon selection of the AgriFutures™ RWA Alumni Advisory Panel, the following policies will be emailed.

- Conflict of Interest Policy
- Official Travel Policy