



Programme Sub-Committee

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Objective

To ensure that the World Programme Policy is implemented at the national and sub-national level.

Responsibilities

1. Serve as an advisory body to the Asia-Pacific Regional Scout Sub-Committee on all matters relating to Youth Programme and Community;
2. Responsible to implement, monitor and evaluate the achievements of the action plan under the area Youth Programme and Community in the APR Vision 2013;
3. Devise tools to guide NSOs in the practical implementation of the World Programme Policy;
4. Evaluate the success of implementing the World Programme Policy and report the same to the APR Scout Committee;
5. Effectively communicate to all national Scout organizations the necessity in continuously developing their Youth Programme relevant to the changing needs and aspirations of young people;
6. Assist NSOs in conducting National Programme Review and Development Workshops;
7. Promote and maintain an effective exchange of ideas among national Scout organizations in order to have innovative Youth Programme that benefit young people;
8. Directly responsible for mentoring and coaching the Young Adult Members Group, as a whole; and
9. Promote cultural understanding and world brotherhood among member countries through activities and events which contribute to the education of young people.

Responsibilities of the members, chairman and vice-chairmen and advisor

Basically, all members have collective responsibilities as per the respective sub-committee's terms of reference. However, they are also entrusted with individual responsibilities as members of the committee. Expectations from members are as follows:

Expectations from each member

1. Keeps regular communications and respond to communications among the members and from the APR office on matters related to his/her assignments and membership in the committee.
2. Participates in relevant major regional and world events.
3. Participates in committee meetings.
4. Demonstrates high standards of conduct.
5. Travel cost to be borne by themselves, their NSO, or be arranged at their level.

Responsibilities of Chairman

1. Chairs all the committee meetings.
2. Leads the committee in achieving its goals.
3. Coordinates with the regional office in conducting its meeting and carrying out the activities towards achieving its goals.
4. Evaluates the performance of committee members.
5. Submits periodic progress report to the APR Scout Committee.
6. Represents the sub committee in each Regional Scout Committee meeting on invitation.
7. Serve as a mentor of the YAMG, who is a member of the APR Programme Sub-Committee.
8. Be the ex-officio member of the APR Adult Resources Sub-committee.

Responsibilities of Vice Chairmen

1. Supports the Chairman in his/her responsibilities and acts on specific responsibilities assigned to him/her; and
2. Coordinates among the members of the APR Programme Sub-Committee to ensure that the Programme Developer's webpage is up-to-date with materials and resources. This task shall be the responsibility of one of the Vice-Chairmen of the APR Programme Sub-committee, as assigned by its Chairman.

Responsibilities of Advisor

1. Acts as a link between the APR Scout Committee and respective sub-committee's work.

2. Communicates regularly and provides personal support and motivation to Chairman/Vice-Chairmen and members to achieve their tasks.
3. Represents the sub-committee in case of absence of a sub-committee representative in committee meetings/events.

Terms of Office

The Committee will work for the period of three years (conference to conference). The members of the Committee will work through WSB/ APR and will be responsible to the APR Scout Committee.

Meetings

The committee is expected to meet at least once a year. However, the committee members may meet more than once if required. Normally meetings are conducted for one full day and if it is a working meeting it may last for two to three days. Considering the maximization of the resources it is expected to call for a meeting in conjunction with any relevant events so that members can attend the meeting as well as serve in the event as resource person or staff or even attend as a participant.

Meeting Venue

It is expected that the NSO who wishes to host any event/meeting extends free hospitality (inland transport, accommodation and food) during the event/meeting to the committee members and arranges for the meeting facilities and side programs (tour, socials etc.).

Quorum

Seven (7) members shall make the quorum of a meeting with the current membership of 15 members, including the Young Adult member. If the Chairman and the Vice-Chairmen are absent, the members present will decide the Chair of the Meeting. The Advisor, the Ex-Officio member, and APR Staff are not counted.

Ex-Officio Member

The chairman of the Adult Resources Sub-Committee is an ex-officio member of the APR Programme sub-committee. And vice-versa, the chairman of the Programme Sub-committee is an ex-officio member of the APR Adult Resources Sub-committee.

6-Nov-07/AR/tes; amended on 9-Feb-09; amended on 11-Nov-09/ypc