



## **ALHR Women and Girls' Rights Subcommittee Deputy Chair Position Description**

### **ALHR's Thematic Subcommittees**

ALHR utilises thematic subcommittees and has adopted a co-chair management structure within them as a means to improve the impact of our advocacy and deliver efficiency and accountability.

ALHR now has a total of 11 subcommittees, including:

- Refugee Rights Subcommittee
- Disability Rights Subcommittee
- Freedoms Subcommittee
- Human Rights Act(s) Subcommittee
- Indigenous Rights Subcommittee
- Business and Human Rights Subcommittee
- LGBTI Rights Subcommittee
- Women and Girls' Rights Subcommittee
- Children's Rights Subcommittee
- Economic, Social and Cultural Rights Subcommittee
- Environment and Human Rights Subcommittee

A focus on thematic human rights areas has engaged our members allowing them to concentrate on particular human rights issues and enabling ALHR to deliver a key promise to our paid membership by offering them a voice on human rights and law reform in Australia. This thematic focus also serves to increase the impact of our strategic advocacy and enables ALHR to efficiently target areas of critical focus for Australian human rights practice.

### **About the WGR Subcommittee**

There are still many areas in Australian society in which women and girls experience unequal treatment and violations of their internationally recognised human rights. As such this area is a critical focus of ALHR's work.

Over the past six years ALHR's Women and Girls' Rights Subcommittee has drafted numerous submissions to national and international bodies, issued press releases and given media interviews, written letters to ministers and other parliamentarians, hosted successful and informative events and collaborated across civil society and the legal sector to advance women and girls' rights.

## The Role of WGR Subcommittee Deputy Chair

The Deputy Chair will work with the support and supervision of the Senior Co-chairs in leading ALHR's work in the WGR space.

The successful applicants will be lawyers or law students who are passionate about the topic and have some relevant knowledge and experience in women and girls' rights. Applicants will also have:

- An ability to network with key legal, political and public figures in order to engage the general public on the business and human rights
- The capacity to engage in campaign work, contribute to social media communications and act as a media spokesperson when required.
- Legal research and drafting skills
- A commitment to ALHR's aims and objectives, including ALHR's inclusive constitutional purpose and the universal and inalienable, indivisible, interdependent and interrelated nature of all human rights.

With the support and supervision of the WGR Subcommittee Senior Co-Chairs and the ALHR National Committee, the Deputy Chairs will also work to lead women and girls' rights advocacy initiatives that are especially relevant to children and young people, including via meeting with stakeholder groups, politicians, engaging in campaign work, contributing to social media communications and acting as a media spokesperson.

ALHR Deputy Chairs are supported, guided by and accountable to their Subcommittee Co-Chairs, ALHR's National Committee and Executive Management Committee.

## The WGR Subcommittee Deputy Chair will be expected to:

1. Attend meetings of the WGR Subcommittee (usually scheduled bi-monthly).
2. Work collaboratively with the subcommittee on drafting of submissions, press releases, letters, position statements and other like documents by the subcommittee and submit them to the National Committee or Executive for approval.
3. Act as a media spokesperson on behalf of ALHR on business and human rights when this approved by the Executive.
4. Attend meetings with external organisations and stakeholders and appear from time to time as a speaker at events.
5. Undertake research in women and girls' human rights
6. Engage with members of the WGR Subcommittee
7. Consistently attend the monthly meetings of the National Committee to report back on the subcommittee's activities and attend the Annual General Meeting and Annual Planning Weekend. Where a co-chair arrangement is in place co-chairs are expected to work together to ensure that there is at least one chair present at meetings of the National Committee.

8. Liaise with ALHR's state and territory convenors to support their local advocacy efforts in the thematic area and organise events.
9. Collaborate with ALHR's other thematic subcommittees where human rights issues are intersectional.
10. Respond to enquiries received from members of the subcommittee in a timely manner
11. Comply at all times with ALHR's policies and procedures.

It is the duty of Deputy Chairs to carry out and fulfil the responsibilities specified to the best of their abilities, supported and guided by ALHR's National Committee.

### [WGR Subcommittee Deputy Chair's Responsibility to ensure they are performing their role](#)

ALHR recognises that as a volunteer organisation, we are dependant on people and people's capacity to be actively engaged can fluctuate. Chairs are responsible for communicating with the executive and their National Committee colleagues if their capacity to contribute will be reduced for a period of time.

If an individual is aware that they will be unable to contribute for a significant period of time (i.e. two months or more), they should discuss this with the ALHR Executive. The executive will determine whether another member should be recruited to assist with duties for that time.

If unable to contribute for a period of time longer than six months, they should either resign or, depending on the individual circumstances, the National Committee may resolve to make arrangements to have an acting Youth-chair take over.

If the National Committee has concerns about a capacity to adequately engage and perform the above outlined responsibilities, in the first instance an office bearer will discuss this with the individual and set agreed goals for the next three months. If these goals are not met, the National Committee can resolve to remove subcommittee chair and appoint a new one.

Where a Chair consistently fails to engage with the National Committee and perform the above outlined voluntary responsibilities for a prolonged period of time without explanation or discussion with an office bearer, the National Committee can resolve to remove them and appoint a new Deputy Chair.