



## Join our Children and Young People Advisory Group!

The Department of Health wants to hear from children and young people about how we can improve our services.

Young Tasmanians (12-18 years) are encouraged to apply for a position on the Department's new Children and Young People Advisory Group (CYPAG).

No experience is necessary to apply – just a passion for making a difference!

Applications close on 31 August 2023.

To find out more, email  
**[csws@health.tas.gov.au](mailto:csws@health.tas.gov.au)**  
or scan the QR code.







Version: August 2023

## Position Description – CYPAG member

<b>Location</b>	CYPAG is a state-wide group
<b>Supported by</b>	CYPAG members will be supported by the Child Safety and Wellbeing Service (CSW Service), Department of Health
<b>Term of Appointment</b>	2 years
<b>Approved by</b>	This document has been approved by Manager, CSW Service
<b>Date approved</b>	This document was approved in July 2023

### What is the CYPAG?

The Children and Young People Advisory Group (CYPAG) provides a way for young Tasmanians to inform the Department of Health (the Department) about how it can improve its services to children and young people.

See Appendix 1 for more information about the work the Department is doing to improve services to young Tasmanians.

### CYPAG membership

The Department will recruit young Tasmanians aged between 12 and 18 years to join CYPAG.

Efforts will be made to establish a membership that has a mixture of age, gender, and representation from a range of backgrounds\*, including:

- young Tasmanians with experience of using Tasmanian Government health services, such as our public hospitals
- Aboriginal and Torres Strait Islander young people
- young people with disabilities

- young carers
- young Tasmanians with refugee and/or migrant backgrounds
- young Tasmanians from rural, regional and remote areas
- young people with experience of homelessness and out-of-home care
- young people from low-income backgrounds, and
- LGBTIQ+ young people.

*\*Please note - members will not be expected to contribute on behalf of organisations or communities, but rather contribute to CYPAG activities through voicing their own experiences and insights.*

When recruiting new CYPAG members, the selection panel will also consider each applicant's ability to:

- consider a broad range of views
- participate in a fair, open-minded discussion
- develop an understanding of health issues relevant to young Tasmanians
- look beyond personal interests for the benefit of the Tasmanian community, and
- uphold Member Responsibilities.

## Members' responsibilities

CYPAG members are expected to:

- have an interest/passion in health services and how they impact/affect young Tasmanians
- be committed to active involvement during their two-year membership term – including sharing their ideas and perspectives
- always act in a safe, respectful, and responsible manner, and
- be open to learning about the Department of Health and its work to be a child safe organisation.

## Powers

- Membership of CYPAG is voluntary.
- CYPAG is an advisory body only.
- The CSW Services has ultimate responsibility for progressing CYPAG members' ideas about how the Department can improve services and the way it engages with children and young people.

## Time commitment

- CYPAG will meet about every 3 months for face-to-face meetings in their region (North, North West, South) to share their ideas about health-related topics.
- There will also be occasional face-to-face state-wide and videoconference meetings.

- CYPAG members will be given at least a month's notice of meeting times and venues.
- Meetings will be no more than three hours.

## Benefits of CYPAG membership

Young Tasmanians who participate on the CYPAG will:

- meet other young Tasmanians who are passionate about improving children and young people's access to, and experience of, public health services
- develop a range of skills, including working in groups (such as communicating with different types of people and active listening) and presenting ideas to/influencing decision makers.

## Reimbursements

- While participation in the CYPAG is voluntary, the Department will provide financial support for members to attend any face-to-face meetings, such as providing bus tickets and/or taxi vouchers.
- Face-to-face meetings will also be catered.



# Appendix 1 - Organisational information

All children and young people have the right to feel and be safe. Keeping children and young people safe is everyone's responsibility.

The Department is committed to improving the way services are provided to children and young people, including through the *Child Safety and Wellbeing Framework* (the Framework), which was released in late 2022. The Framework outlines how the Department is implementing the *National Principles for Child Safe Organisations*. The Framework is being implemented by the Child Safety and Wellbeing Service.

A key focus of the CYPAG will be to supporting activities of the Child Safety and Wellbeing Service, including helping inform the development of new resources for Department of Health staff to help them better understand child/young people's rights and how they can help keep children and young people safe when accessing the Departmental health services.

More information about the work occurring under the Framework is available via [Child Safety and Wellbeing | Tasmanian Department of Health](#)

More information about the Department of Health and its services is available via [Tasmanian Department of Health | Tasmanian Department of Health](#)

More information about the *Child and Youth Safe Organisations Act 2023* and Child and Youth Safe Standards is available via [View - Tasmanian Legislation Online](#) and [Child and Youth Safe Standards | carcru \(justice.tas.gov.au\)](#)



August 2023

# CYPAG Applicant Information Package

Young Tasmanians aged 12 to 18 years are encouraged to apply to join the Department of Health's Children and Young People Advisory Group (CYPAG).

## What is the CYPAG?

- CYPAG provides a way for young Tasmanians to inform the Department of Health (the Department) about how it can improve its services to children and young people.
- Membership will be for 2 years.
- Members will be asked for their opinions/insights on health issues, how they affect young Tasmanians, and how the Department can improve its services to children and young people.

## Who can join?

- Tasmanians aged 12 – 18 years.
- Applicants don't need any previous experience to apply.
- We want to hear from young Tasmanians with lots of different life experiences and insights. We particularly encourage applications from:
  - young Tasmanians with experience of using Tasmanian Government health services, such as our public hospitals
  - Aboriginal and Torres Strait Islander young people
  - young people with disabilities
  - young carers
  - young Tasmanians with refugee and/or migrant backgrounds
  - young Tasmanians from rural, regional and remote areas



- young people with experience of homelessness and out-of-home care
- young people from low-income backgrounds, and
- LGBTIQ+ young people.

## Your commitment:

- Attend and participate in scheduled meetings (approximately every 3 months for 2 years).
- Meeting dates and venues will be discussed with successful applicants. *Please note, there may be additional, optional opportunities to contribute to Department of Health consultations in addition to scheduled meetings.*
- Contribute your views to the development of Health initiatives.

## Our commitment to you

- Providing environments where you feel safe and empowered to share your ideas and insights.
- Receive feedback about how your input is actioned.
- Clear communication about when and where sessions will be held.
- The opportunity to meet other young Tasmanians passionate about improving health services.
- Build your skills – such as communicating with different people in different contexts, active listening, and learning about health services and government in Tasmania.

## How do I apply?

- You can apply here <https://forms.office.com/r/cpSUcETMEh>
- Applications close at 5pm on 31 August 2023.
- We will let you know the outcome of your application in September.
- We can also support you to complete the form and accept applications in a different format to ensure the application is accessible to you - contact [csws@health.tas.gov.au](mailto:csws@health.tas.gov.au) for more information.

## I have some questions, who should I talk to?

- Check out our *Position Description* and *Frequently Asked Questions* for more information.
- You can also reach out to the Child Safety and Wellbeing Service via [csws@health.tas.gov.au](mailto:csws@health.tas.gov.au)

# Frequently Asked Questions

## Who can apply?

- We're looking for applications from young Tasmanians aged between 12 and 18 years. No experience is necessary.
- We particularly encourage applications from:
  - young Tasmanians with experience of using Tasmanian Government health services, such as our public hospitals
  - Aboriginal and Torres Strait Islander young people
  - young people with disabilities
  - young carers
  - young Tasmanians with refugee and/or migrant backgrounds
  - young Tasmanians from rural, regional and remote areas
  - young people with experience of homelessness and out-of-home care
  - young people from low-income backgrounds, and
  - LGBTIQ+ young people.

## How do I apply?

- You can apply here <https://forms.office.com/r/cpSUcETMEn>.
- Applications close at 5pm on 31 August 2023.
- You will be required to provide personal information, including your date of birth and where you live.
- You will also be asked to answer some questions about what you think you will bring to the CYPAG.
- We can support you to complete the form and can accept applications in a different format to ensure the application is accessible to you - contact [csws@health.tas.gov.au](mailto:csws@health.tas.gov.au) for more information.

## How will CYPAG members be selected?

Every application will be reviewed by a panel who will review answers to the *Application Form*, as well as the Selection Criteria outlined in the *Position Description*.

We'll let you know the outcome of your application in September 2023.



## Will the application process and CYPAG meetings be accessible?

- We're committed to ensuring the application process is accessible for everyone.
- Let us know if we can support you to complete the form, or you would like to apply in a different format - contact [csws@health.tas.gov.au](mailto:csws@health.tas.gov.au)
- We will also ensure the advisory group meetings are accessible and inclusive. We will work with you about what this looks like if you join CYPAG.

## Will the CYPAG members be paid?

- Membership of CYPAG is voluntary.
- However, the Department of Health will provide support for members to attend any face-to-face meetings, such as providing bus tickets and/or taxi vouchers. Face-to-face meetings will also be catered.

## Who do I contact for more information?

- You can email your questions to [csws@health.tas.gov.au](mailto:csws@health.tas.gov.au)

