

NGĀ TŪRANGA ME NGĀ TAKOHANGA O TE RŌPU TAIOHI O TE WHARE TAONGA O TE ARAWA ROTORUA MUSEUM YOUTH GROUP ROLES & RESPONSIBILITIES

ROTORUA MUSEUM YOUTH GROUP MEMBER

Rotorua Museum youth group members will attend meetings, contributing their ideas and feedback in an advisory role. Members will have the opportunity to connect with other youth from our community who have similar interests (museums, history and/or art etc), develop work experience in a museum setting (museum events and public programmes) and be the Museum representative(s) for their school/ tertiary provider/ Iwi.

YOUTH REPRESENTATIVE

The Museum Representative will seek nominations for a Youth Representative, from the Rotorua Museum youth group members. Members will have the opportunity to vote for their ideal youth representative, from the selection of candidates. The youth representative will be appointed, following a count of votes by the Museum Representative. If votes for the candidates are even and a majority vote cannot be reached, the museum representative will make a casting (deciding) vote.

Upon appointment, the youth representative will have an additional casting vote, if the group has to vote on a matter and a majority vote cannot be reached by the group. The youth representative will also attend Museum events and meetings (if requested), as the appointed delegate, representing the Rotorua Museum youth group.

DEPUTY YOUTH REPRESENTATIVE

When the Rotorua Museum youth group members vote for a Youth Representative, the candidate that receives the second highest number of votes, will be appointed the Deputy Youth Representative. If votes for the candidates are even, the Museum representative will make a casting vote.

If the youth representative is not present, the deputy youth representative will act as the youth representative. If the youth representative is unavailable to attend museum events and meetings (if requested), the deputy youth representative will be asked to attend.

MUSEUM REPRESENTATIVE(S)

Rotorua Museum Representative(s) will coordinate the youth group meetings, developing and facilitating the agenda for each meeting and recording/distribution of 'minutes'. The museum representative(s) will liaise with the school/ tertiary provider/ Iwi of the youth involved in this group, as well as the youth group members, their guardians (if 16 years and under) and Museum stakeholders. The Museum representative(s) will maintain order during meetings and they will also be able to vote, if the group members vote on a matter. However, if there is more than one museum representative in attendance, then only one of the museum representatives will be permitted a vote.

NGĀ KAWA ME NGĀ TIKANGA O TE RŌPU TAIOHI O TE WHARE TAONGA O TE ARAWA MUSEUM YOUTH GROUP RULES & GUIDELINES

- **Kōrero Mai, Kōrero Atu** – Using open, two-way communication with others in the group, Museum staff and Museum stakeholders.
- **Whanaungatanga** – Building positive relationships with others in the group, Museum staff and Museum stakeholders.
- **Whakamana** – Being honest and respectful towards others in the group, Museum staff and Museum stakeholders.
- **Manaakitanga** – Creating a fun, conducive environment by supporting and encouraging others in the group, Museum staff and Museum stakeholders.
- **Ako Mai, Ako Atu** – Being open to learning from others in the group, Museum staff and Museum stakeholders, as well as being open to sharing your thoughts and ideas with the rest of the group.
- **Rangatiratanga** – Role modelling a positive attitude and supportive behaviour with others in the group, Museum staff, Museum stakeholders and our community.
- **Tuku Karere** – Promote and share Museum events, programmes and initiatives (if requested) with your networks. However, the integrity of the Museum and its stakeholders MUST be maintained.
- **Tapu** – Protect and preserve members privacy, as well as the information shared at youth group meetings. Do NOT share sensitive (in committee) discussions or EMBARGO information that must not to be released to the public until the approved date.
- **Karanga Mai** - Notice must be given (either in person, by email or phone) prior to the meeting, if a member is going to be absent. However, if you are unwell or if there is unforeseen circumstances (e.g funeral, accident, no internet connection etc) and you are absent from a meeting, please let the Museum representative(s) know.
- If you are feeling unwell, do NOT attend Museum meetings, events and programmes. Please contact the Museum representative(s) ASAP to give notice that you are unwell and won't be attending.
- **Kānohi Kore** - If a member is absent for 3 youth group meetings in a row (without notice), the member will be expelled from the group and the Museum representative(s) will seek a substitute youth from the 'expelled members' school/ tertiary provider/ Iwi.

YOUTH GROUP MEMBER

Name.....

Signature..... Date.....

MUSEUM REPRESENTATIVE

Name.....

Signature..... Date.....