



ILGA OCEANIA

PORTFOLIO OFFICER DESCRIPTION:

ILGA OCEANIA ELDER SUBCOMMITTEE CHAIR



1) ROLE DESCRIPTION

The person who is successfully elected as the ILGA Oceania Elder Subcommittee Chair will take responsibility for the direction of that portfolio within the ILGA Oceania region, within the role's aims, to represent the interests of LGBTI senior people in the ILGA Oceania region.

2) GENERAL AIMS

This is a summary of the ILGA Oceania Elder Subcommittee Chair position's general aims:-

- 1) **REPORT** – To investigate and report on Elder issues to ILGA Oceania board;
- 2) **ASSIST** – To assist in ILGA Oceania events, thereby ensuring a Elder presence;
- 3) **PROMOTE** – To promote the ILGA Oceania region's Elder demographic;
- 4) **ADVISE** – To advise people on Elder issues.
- 5) **REPRESENT** – To externally represent ILGA Oceania on Elder issues;
- 6) **COORDINATE** – To coordinate with ILGA office bearers and ILGA members;
- 7) **CONVENE** – To convene ILGA Oceania Elder subcommittee meetings.

3) DUTIES AND OBJECTIVES

The following are the minimum requirements expected of the ILGA Oceania Elder Subcommittee Chair position:-

- 1) **REPORT** – To create and present an Elder report at each ILGA Oceania Board meeting;
- 2) **ASSIST** – To assist with the organisation of any Elder meetings or events run by ILGA Oceania, including Elder caucuses, workshops and conferences etc, including being a harassment contact person for those events;
- 3) **PROMOTE** – To advertise ILGA Oceania and ILGA World events relevant to senior people, including any ILGA caucuses, workshops, conferences and Elder events, etc.
- 4) **ADVISE** – To attend ILGA Oceania board meetings and events, advising and educating attendees on issues affecting senior people.
- 5) **REPRESENT** – To liaise and coordinate with the many ILGA Elder representatives, i.e. secretariats, portfolios within ILGA World and its regions.
- 6) **COORDINATE** – To liaise and coordinate with the many ILGA Elder representatives, i.e. secretariats, portfolios within ILGA World and its regions; additionally encouraging Elder representation in ILGA Oceania and ILGA World, by fostering and empowering Elder networks.
- 7) **CONVENE** – To convene at least four (4) ILGA Oceania Elder subcommittee meetings per year.

4) ASPIRATIONS

The following is a list of recommended aspirational objectives for the ILGA Oceania Elder Subcommittee Chair:-

- 1) **ASSIST** – To assist ILGA Oceania in creating the Elder elements of its resources.
- 2) **PROMOTE** – To promote and publicise the Elder elements of ILGA Oceania initiatives, in coordination with the ILGA Oceania board;
- 3) **ADVISE** – To monitor and advise on the components of all ILGA Oceania matters, i.e. events, programs and policies, etc, that impact on Elder people.
- 4) **REPRESENT** – To be jointly responsible for representing the ILGA Oceania board and the interests of members, on Elder issues to any appropriate external bodies, including governmental authorities and the general community, generally or at specific external events.
- 5) **COORDINATE** – To coordinate all Elder portfolio work with the other ILGA Oceania Elder Subcommittee Chairs, when related to Elder issues.
- 6) **CONVENE** – To convene ILGA Oceania Elder subcommittee meetings with guests from outside the region, including other ILGA Elder portfolio officers.

5) PREREQUISITES

The role requires any applicant and holder of the position to be: -

- 1) identify themselves as being an indigenous;
- 2) be over 60 years of age;
- 3) be endorsed by an ILGA member organisation as their representative.
- 4) be a Board member.

6) RESOURCES & CONNECTIONS

The Elder portfolio officer is a position specific to the ILGA Oceania region, therefore, there are no Elder specific representatives and institutions operating within ILGA, besides that of that in the ILGA Oceania regions: -

REPRESENTATIVES

ILGA Oceania Elder Subcommittee Chair (ILGA Oceania, i.e. this position)

SUBCOMMITTEES

ILGA Oceania Elder subcommittee (ILGA Oceania)

INSTITUTIONS

NONE

7) DOCUMENTATION

The following are the documents containing the rules, under which ILGA Oceania operates and which affect the ILGA Oceania Elder Subcommittee Chair position:-

- 1) ILGA Oceania Constitution
- 2) ILGA Oceania Standing Orders
- 3) ILGA World Constitution
- 4) ILGA World Standing Orders

[Drafted: 22 July 2020]

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