

## IRCA Advisory Groups

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### 1. BACKGROUND: ABOUT THE IRCA ADVISORY GROUPS

#### 1.1 Purpose, Composition and Formation

IRCA Advisory Groups are aimed at facilitating the sharing of information to enhance the policy and strategic development of the Aboriginal and Torres Strait Islander broadcasting, media and communications sector.

The Advisory Groups are comprised of appropriately experienced and skilled persons working in the sector, or, persons outside the sector able to offer required expertise.

Advisory Groups will vary in size, but are likely to be around 6-8 people who meet via teleconference.

IRCA will send out an Expression of Interest to the sector for interested people with the appropriate skills and experience to nominate for an Advisory Group. The IRCA Board will review the nominations in conjunction with the IRCA General Manager. Nominees will be advised of the outcomes as soon as possible.

#### 1.2 Advisory Groups Content Areas

##### 1.2.1 Overview

The content areas for the IRCA Advisory Groups will change over time in response to policy, sector and technology changes. The IRCA Board of Directors will determine the Groups on an annual basis as well as the duration of each Group.

Advisory Group areas identified through the 2017 Member Survey are:

- *Radio content sharing*
- *Employment and Skills Development Strategy Development and Webinar Program Development.*
- *Technical (Broadcasting):* standards, training options and resourcing needs.
- *Technical (IT and Communications):* broadband advocacy, resourcing, training, convergence and emerging technology preparedness needs.
- *Archiving:* archiving standards, training options and resourcing needs.

IRCA proposes to initiate the *Radio Content Sharing* and *Employment and Skills Development* Advisory Groups as the first of the Advisory Groups in early 2018. Other Advisory Groups will be progressively implemented in 2018.

### 1.3 Terms of Engagement on Advisory Groups

- Participation in Advisory Groups is volunteer based. There is no recompense for involvement in the Advisory Groups.
- Advisory Group members will be recognised in relevant IRCA communications and documents which are connected with the working of Advisory Groups.

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## 2. IRCA ADVISORY GROUP SCOPE: INITIAL GROUPS

### Radio content sharing

Advise on:

- Suitable content for sharing.
- Protocols and rights for sharing.
- Sharing platforms and formats.
- Any other related matters.

### Employment and Skills Development

Advise on:

- Scope and direction of a sector Employment and Skills Development Strategy.
- Addressing Australian Government's Aboriginal and Torres Strait Islander 90% employment goal for 2020.
- Implementation of a webinar training program.
- Any other related matters

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## 3. IRCA ADVISORY GROUPS GENERAL TERMS OF REFERENCE

1. Each Advisory Group will have a specific set of issues or policies to work on from time to time as provided by the General Manager and IRCA Board of Directors.
2. Advisory Groups will meet regularly at intervals as agreed on by the members of the Group.
  1. Advisory Group members are not expected to contribute information or content that is their own or their organisation's intellectual property or that is Indigenous Cultural and Intellectual Property.
  2. Advisory Group members will declare conflicts of interest (personal, organisational or business related).
  3. The recommendations of Advisory Groups are not binding on IRCA.
  4. Advisory Groups will be chaired by an IRCA Director or a delegated IRCA staff member.
  5. Minutes of meetings will be kept.
  6. Advisory Group members shall not publicly report opinions expressed in meetings, nor shall they report independently on Advisory Group actions to their organisations other than as agreed on by the Advisory Group.

**For further information, contact Daniel Featherstone, General Manager, IRCA on 08 8952 6465 or email [manager@irca.net.au](mailto:manager@irca.net.au)**