

## **Irise Advocacy Committee: Terms of Reference**

### **Background**

In January, the Irise Board of Trustees approved a plan for the new Irise Advocacy Trustee (Sophie) to set up a new committee to oversee the activities of Irise's student and volunteer network (the Irise Advocacy Network).

The Irise Advocacy network includes the following groups:

- Agents of Change: individuals organised into cohorts to receive training from Irise staff on key skills relevant to the third sector, alongside which they run their own fundraising campaign for Irise
- Friends of Irise : groups operating in Sheffield, Leeds, and London who run campaigns on issues surrounding menstruation often with particular focus on gender equality, and organise fundraisers to support Irise's work
- Volunteers: individuals volunteering in various capacities e.g. providing support in the office, storytelling volunteers etc.
- Student led projects – there are a number of small student led projects that are being run with support from Irise e.g. the period box project.
- The Alumni Network- previous Friends of Irise, Agents of Change and volunteers who want to stay involved and up to date on Irise's work

Currently these groups aren't sufficiently connected to form a true 'network', and the network isn't as active and engaged as it could be with added support – from the not-yet-formed Advocacy Committee.

### **Aims of the Irise Advocacy Committee**

The purpose of the Advocacy Committee is to oversee the activities of the Irise Advocacy Network.

The long-term aims of the Advocacy Committee are to:

1. Grow the membership of the Irise Advocacy Network
2. Support and grow the fundraising activities of the Irise Advocacy Network
3. Bring together different student/volunteer groups to create a true Advocacy 'network'
4. Empower the Irise Advocacy Network, and give this network a greater sense of ownership over Irise

The short-term aims and actions of the Advocacy Committee are to:

- Grow the Irregular Periodical as a tool for communicating with the network, bringing a sense of community to the network, and as a starting point for further developing communications and online engagement.
- Plan an event for the network to come together to meet each other, have fun, and fundraise
- Grow the Advocacy Committee's understanding of various activities going on within the Advocacy Network, and identify opportunities for collaboration across the network.
- Develop a 6-month plan to structure the Advocacy Committee's activities.

### **Irise Advocacy Committee Roles**

The intention is to initially set up the committee with 3 roles: Chair, Communications Officer, and Events Officer. These 3 will work together to collectively write a plan for the next 6 months, including planning for the development of the other 4 roles set out below.

- **Chair (Irise Advocacy Trustee – Sophie)**
  - The chair's role is to represent the sub-committee on the Irise board of trustees, and to provide support and direction to the individual advocacy committee members whilst also overseeing the activity of the committee as a whole, ensuring connectivity and a focus on growth.
  
- **Communications Office**
  - The role of the communications officer will be to deliver two issues of the Irregular Periodical over the next year, developing this as a tool to communicate with the network and build a sense of being part of something.
  - The Communications Officer will also be responsible for working with representatives from Irise's different supporter groups to identify the best ways of communicating with those groups, and explore new channels for communications beyond those Irise is already using (e.g. Instagram, twitter)
  
- **Events Officer**
  - The role of the events officer will be to lead the organisation of the Irise Menstual Hygiene Day Sponsored Hike and develop this into an annual fundraising and social event to bring the Irise Advocacy Network together.
  - The events officer will also support Irise staff in organising a more formal event – the Irise Annual Gathering – which will be an opportunity for the Advocacy Network and other supporters to come together and review Irise's achievements over the past year.

#### Roles to be developed over coming months

- **Friends of Irise Representative**
  - The role of the Friends of Irise representative will be to keep the Advocacy Committee updated on Friends of Irise activities, thereby identifying where there are linkages with other activities, and where the Advocacy Committee can support Friends of Irise.
  
- **Agents of Change Representative**
  - This person will be responsible for keeping the Advocacy Committee updated on what the agents of change are doing, and identifying how the Advocacy Committee can support the agents of change e.g. through mentoring, buddying etc.
  
- **Fundraising Officer**
  - This person will specifically support the fundraising activities of the Advocacy Network, identifying opportunities for the Advocacy Network to better support these activities.
  - The fundraising officer will also develop and organise a fundraising campaign that involves all of the Advocacy Network, and which centres around a particular element of Irise's work that the Advocacy Network are passionate about.
  
- **Grants Officer**
  - This person will identify small grant opportunities, and lead on applications for these grants with the aim of generating income to support activities of the Advocacy

Committee (e.g. student projects such as period boxes, or funding for flights for young volunteers to do work in Uganda, funding for student events etc.)

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