

# TERMS OF REFERENCE

## FOCUS GROUP: YOUNG MEMBERS GROUP

Applicable for the term 2022 - 2023



### Preface

The Young Members Group is established by the Council of the Institute in exercise of the powers conferred upon it by the Statute.

Groups are governed by the [Committees Bye-Law](#). These Terms of Reference shall be construed as one with the Committees Bye-Law.

### Purpose

The Young Members Group is responsible for identifying the needs of young members and ensuring that their perspective is taken into account in the decision-making process of the Institute.

### Composition

The Young Members Group shall be composed of a chairperson, deputy chairperson and members, all of whom are appointed by Council.

### Term

The term of the Young Members Group is effective from 1 January 2022 till 31 December 2023.

### General Responsibilities of the Young Members Group

The general responsibilities of the Young Members Group include, to:

- (1) Actively supports CPE activities. This includes organising at least one CPE event per year, and contribution towards organising training sessions, conferences, participation at such events and panel discussions where required.
- (2) Participate in Consultation requests issued by the Government or Governmental bodies.
- (3) Participate in any meeting and/or in any way represent or act on behalf of the Institute. Provided that, the CEO is to be notified in order to obtain the relevant approval by the Officers' Committee/Council.
- (4) Contribute to the journal 'The Accountant', the technical newsletter 'MIAngle' and any other MIA publication.

### Specific Responsibilities of the Young Members Group for the term 2022 – 2023

During the above-captioned term, the Young Members Group shall be responsible to:

- (a) Monitor international developments in issues of interest to young members of the profession.
- (b) Establish closer ties with IFAC, Accountancy Europe and other international bodies.
- (c) Provide views and input in Accountancy Europe and other consultation requests, documents or reports.
- (d) Keep the Institute's members informed of any significant developments and where appropriate to provide them with guidance.
- (e) Continue the work of the three (3) sub-working groups, with separate leaders:
  - Branding and Education – to create exposure and promote the Accounting profession;

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- Community – focusing on social media presence and creating a space for young members to communicate;
  - Engagement – focusing on activities to engage young members and create future leaders.
- (f) Promote personal development through activities and focus on creating future-fit accountants.
- (g) Perform any other responsibilities as delegated by the Institute.

During the first meeting of the Young Members Group, the chairperson together with the deputy chairperson and the Group members are to discuss and include in the Group's responsibilities for the term:

- (a) any other matters of current interest to the Institute's members; and
- (b) the projects to be worked on and concluded during the term, within the remit of these Terms of Reference.

The initial agenda and list of projects should be updated during the term of the Group to take into consideration the exigencies of the profession. Any item on the agenda must be in line with the Institute's strategy.

### Meetings

The Young Members Group shall meet as and when necessary but not less than six (6) meetings shall be held every year.

The chairperson of the Young Members Group will set an agenda for each meeting after conferring with the deputy chairperson, the other Group members and the Institute's representative. The agenda and any relevant documentation will be circulated amongst the Group members in advance as practical.

Agenda and minutes of meetings shall only be communicated via the channel identified by the Institute.