

# TERMS OF REFERENCE

## FOCUS GROUP: YOUNG MEMBERS GROUP

Applicable for the term 2024 - 2025



### 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 and addressing the needs of young members and the profession, and ensuring that their perspective is taken into account in the decision-making process of the Institute.

The Young Members Group is also responsible for promoting interaction amongst other members in the profession and supporting education and training initiatives of relevant developments and matters of interest relevant to the role of the modern accountant.

### 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 2024 till 31 December 2025.

### General Responsibilities of the Young Members Group

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

- (1) Actively support 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 any meetings as required provided that such meetings are also attended by the CEO or the Institute's Representative.
- (3) Contribute to the journal 'The Accountant' and any other MIA publication.

### Specific Responsibilities of the Young Members Group for the term 2024 – 2025

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) Provide views and input in Accountancy Europe and other consultation requests, documents or reports.
- (c) Participate in consultation requests or any other request for feedback issued by national and/or international authorities and bodies.
- (d) Keep the Institute's members informed of any significant developments and where appropriate to provide them with guidance, including through collaboration with other MIA Committees.

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- (e) Continue the work of the two (2) sub-working groups, with separate leaders:
  - Branding and Education – to create exposure and promote the Accounting profession;
  - 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) Collaborate with other MIA Committees or Groups as necessary.
- (h) 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 four (4) meetings shall be held every year.

Attendance and contribution will be monitored and reviewed on an ongoing basis. Council shall have the discretion to remove Group members who do not attend and/or contribute during Group meetings.

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.