



Teenage Cancer Trust Youth Advisory Group

Terms of Reference

Vision

For Teenage Cancer Trust to put young people at the heart of our work and help to make sure we are providing the best possible support to young people affected by cancer.

Mission

The Youth Advisory Group (YAG) is a group of enthusiastic young people who have been affected by cancer and supported by Teenage Cancer Trust. They help to shape the purpose of the charity both now, and in the future.

The group provides a great opportunity for them to contribute to the work of the charity by giving insight, advice, ideas, feedback and support for other young people. The YAG is hugely important in making sure that young people are actively involved in the present and future of Teenage Cancer Trust, and that its work with young people is of the highest quality.

The group aims to give members the chance to develop skills and experiences, and make a positive contribution to other young people across the UK.

Membership

- Recruitment to each Youth Advisory Group cohort is open to all eligible young people from across the UK. They must have been diagnosed with cancer when aged 13-24 and have received support from Teenage Cancer Trust in the last two years.
- The YAG can have up to 30 young people from across the UK. We work to make sure that this is a representative cross section of the diverse geographies, backgrounds, socio-economic factors, clinical factors and experiences of cancer.
- Length of membership is usually 2 years. At the end of the term young people will be given clear information about exiting membership of the group and there will be opportunity for some overlap with the new cohort of YAG to help hand over responsibilities and learnings. It is possible to extend membership in some exceptional circumstances e.g. where a young person's health has impacted on how they can take part. The first YAG ran from 2018-2020 and the second will run from 2020-2022, due to begin in October 2020.

Accountability and support

The YAG will be supported by the Youth Engagement and Development Team at Teenage Cancer Trust. The Team will make sure that membership is a positive, fulfilling and appropriate experience for



its members set within a clear framework of expectation. This includes appropriate safeguarding and stewardship of YAG when representing Teenage Cancer Trust.

There should be clear expectations of what the Youth Advisory Group can expect of Teenage Cancer Trust which includes the purpose of their involvement, how their feedback will be taken into account, and any practical limitations to taking part.

Members under the age of 18 will need to be supported/ accompanied with travel to meetings and appropriate levels of consent given by a parent/ guardian or appropriate adult. Please note that until further notice, meetings will be held virtually to ensure the safety of the group.

The designated Youth Engagement and Development Manager will be responsible for organising, arranging and setting up meetings, and for monitoring online engagement through the approved channels including email, Slack and Skype.

Membership of the YAG does not exclude its members from being involved in other work with Teenage Cancer Trust. However, the charity's Oversight Group will monitor how much any young person is taking on, to make sure they're not overloaded at any one time.

Review of membership

The ongoing success of the YAG depends on its members. Therefore, wherever possible the project will be led by young people.

Each meeting of the YAG should allow young people to offer ideas for ways the group can continue to represent young people with cancer within the organisation. Members will champion inclusion and diversity and hold the charity accountable for making sure the voice of everyone is represented.

Ways of working

- The YAG aims to have at least three face to face "dynamic meetups" per year to bring members together. This will be in different locations across the UK where possible. (Please note that until safe to hold meetings in person, everything will be done virtually)
- Some meetups may be held over two days to make the most of the time we have together, when possible and safe to do so
- Teenage Cancer Trust will cover travel costs and any other relevant expenses such as overnight accommodation
- The Youth Advisory Group allows young people to use their own unique experiences and skills as part of a formalised group from across the UK. Aside from meeting in person, there is opportunity to feed into projects from home, using channels such as Slack, Skype and Email
- Feedback will be given to the group regularly about how their input has made a difference. The Youth Engagement and Development Team will also ask for feedback from the YAG about how the group can be run more efficiently and effectively
- The Youth Engagement and Development Manager will work with YAG members to prepare the agenda, taking notes and sharing with the whole team as soon as possible



- The YAG operates within the framework and policies of Teenage Cancer Trust and YAG Members are representatives of Teenage Cancer Trust.