

## Third Sector Working Group

### Terms of Reference

<p><b>Role</b></p>	<p>The Third Sector Working Group will be an independent Group within the structure of the Third Sector Forum comprised of third sector managers/volunteers whose organisations are funded by statutory agencies and/or who have formal arrangements eg SLA, are commissioned and/or have paid staff. The Group will be an operational forum for the receipt and exchange of information and peer support and act as a link between special interest groups and the Third Sector Forum.</p>
<p><b>Remit</b></p>	<ul style="list-style-type: none"> <li>• to provide an opportunity for information and knowledge exchange</li> <li>• to receive information/training on operational issues such as funding, training, etc</li> <li>• to receive/report on relevant issues raised by/from Third Sector Forum Special Interest Groups</li> <li>• to advise the Third Sector Forum on key issues as appropriate</li> <li>• to enable peer support</li> <li>• to make a commitment to work together and to attend as regularly as other duties permit</li> <li>• to contribute items to the agenda</li> <li>• to meet monthly on the last Thursday of each month with further meetings called as required</li> <li>• to circulate approved notes within their organisations, to the VAO Board and the Third Sector Forum</li> </ul>
<p><b>Membership</b></p>	<ul style="list-style-type: none"> <li>• Members will be representatives of organisations that are funded by statutory agencies and/or who have formal arrangements eg SLA, are commissioned, have paid staff.</li> <li>• Representatives of statutory and other organisations may be invited to attend when particular items on the agenda warrant their attendance.</li> <li>• The VAO Chief Executive will act as chairperson</li> </ul>
<p><b>Other</b></p>	<ul style="list-style-type: none"> <li>• VAO will provide meeting and administrative services</li> </ul>