

Terms of Reference for Global Student Forum Working Groups

The purpose of the Working Groups of the Global Student Forum (GSF) is to address specific challenges, propose solutions, and support the overall mission of the GSF through focused, task-oriented collaboration. Each group is tasked with developing strategies and practical outcomes in their designated areas of responsibility.

Scope of Work

The Steering Committee will:

- Approve the establishment of all new working groups, and their potential renewal.
- Outline the overall goals and deliverables of the of working groups.

Each Working Group will:

- Define specific, measurable goals aligned with the GSF's strategic objectives.
- Engage in research, discussion, or analysis to produce recommendations, or projects.
- Collaborate across diverse geographical and cultural contexts to incorporate a wide range of perspectives.

Membership

- Membership of each Working Group is open to all students, and other relevant stakeholders, who have an interest or expertise in the group's focus area.
- All memberships of Working Groups are admitted at an individual basis.
- All membership applications must be submitted using the official Volunteer sign up form.
- Specific criteria for membership of groups can be set.
- Efforts should be made to ensure representation from all member regions, striving for gender balance and diversity in expertise and experience.
- Members are expected to commit to active participation for the duration of their appointment to the Working Group.

Roles and Responsibilities

Coordinator:

- Functions as the chair of the working group.
- Selected by the Steering Committee to coordinate activities, facilitate meetings, and represent the group in GSF meetings.
- Serve as the liaison to the Steering Committee and ensure alignment with GSF's overall strategic direction.
- Is part of the Group of Coordinators to facilitate work across the GSF Working Groups.

Members:

- Contribute expertise and insights to group discussions and deliverables.
- Participate actively in meetings and collaborative tasks.
- Maintain communication with the broader GSF membership about the group's progress and outcomes.

Reporting

- Each Working Group will provide a written update to the GSF Steering Committee bi-annually.
- The update will outline the progress towards goals, challenges encountered, and the strategic direction of the group.

Duration

- The duration of a Working Group is typically one year but can be extended upon review and approval by the GSF Steering Committee.
- Groups may be dissolved after the achievement of their defined goals or as determined by the GSF Steering Committee.

Accountability

- Working Groups are accountable to the GSF Steering Committee
- They must adhere to all GSF regulations.
- The SC will take appropriate action to audit the work of the groups.