

Global Student Forum: Terms of Reference for Representatives

The Global Student Forum (GSF) is committed to ensuring effective representation in international spaces to foster collaboration, share insights, and promote the interests of students globally. This document serves as the Terms of Reference for GSF representatives, outlining the expectations, responsibilities, and the framework within which they operate. This initiative aims to clarify roles and enhance connectivity between representatives and the broader objectives of the GSF.

Purpose of the Terms of Reference

The purpose of these Terms of Reference is to provide a clear, shared framework for GSF representatives. This document will:

- Define the role and responsibilities of a GSF representative.
- Establish guidelines for effective representation and engagement.
- Enhance the connection between representatives' work and the overarching goals of the GSF.
- Facilitate coordination among representatives and the Steering Committee (SC).

Role of GSF Representatives

GSF representatives are selected to act as liaisons between the GSF and various international bodies, organizations and institutions.

Their primary roles include:

- Advocating for student interests and rights in international forums.
- Communicating pertinent developments and opportunities back to the GSF and its constituents.
- Participating actively in discussions and decisions that affect students globally.

Responsibilities

GSF representatives are expected to:

- Attend all assigned meetings and forums, representing the GSF with professionalism and dedication.
- Adhere to all GSF regulations, including the Code of Conduct, and the Anti-corruption policy.
- Maintain communication with the GSF, providing updates and feedback on their activities and the outcomes of international meetings.
- Participate in a biannual meeting with other GSF representatives and the SC to stay informed and aligned with the GSF's mission and strategies.
- Contribute to the preparation of reports and presentations that summarize their activities and the insights gained from their international engagements.

Communication and Updates

To maintain effective communication among all representatives and the SC, the following tools and initiatives will be utilized:

- **Shared Email List:** All representatives will be included in a shared email list to facilitate easy and efficient communication.
- **Regular Updates:** Representatives will receive updates on the work of the SC, including key decisions, upcoming projects, and summaries of past meetings.
- **SC Meeting Calendar:** The calendar for SC meetings will be shared with all representatives. They are encouraged to suggest agenda items for SC meetings to ensure their areas of focus are addressed.

Meeting Requirements

- **Biannual Meeting:** Representatives are required to attend a biannual meeting to discuss their work, share experiences, and receive updates from the SC. These meetings are crucial for ensuring alignment and fostering collaboration across different international platforms.