



TERMS OF REFERENCE

WAAC INPUT FROM YOU (WAACIFY)

1 AIM

The aim of WAACIFY is to identify and bring together a group of individuals living with HIV, to walk alongside WAAC in a collaborative and co-design principled way, to provide ideas, feedback and guidance on identified WAAC related resources, projects and initiatives.

2 MEMBERSHIP

WAACIFY membership comprises the following people and roles:

- (a) Positive community members - a maximum of 10 people who are appointed to the group via an annual Expression of Interest in January of each year.
- (b) Administrative WAAC Staff - Chair: Manager Integrated Support Services and Secretary: HIV Peer Education Officer.
- (c) Board member - HIV+ Community Representative.

3 ROLES AND RESPONSIBILITIES

- WAACIFY meetings are intended to be respectful and collaborative to foster values of community and friendship.
- Any information which is disclosed and considered private and confidential as part of WAACIFY is to remain so and is the property of WAAC.
- Any form of electronic communications specific and/or related to the project is also not to be disseminated beyond the immediate WAACIFY members.
- Provide feedback on perceived success of campaigns and activities developed by WAAC.
- Provide an opportunity for WAACIFY members to voice community issues and feedback.

4 MEETINGS

- (a) WAACIFY will aim to meet every month, unless otherwise agreed.
- (b) WAACIFY will be held at WAAC at 664 Murray Street, West Perth.
- (c) Agendas and other relevant documentation will be prepared and distributed by WAAC, where practicable one week prior to the meeting.
- (d) Attendance will be face to face (preferred), by Zoom or by phone.
- (e) WAACIFY members will be remunerated at the end of each meeting aligned with the Health Consumers' Council WA SAA_05_CCE Engagement Policy, 2 December 2019.