

NATIONAL SCHOOL CHAPLAINCY PROGRAM CROSS SECTOR PANEL

TERMS OF REFERENCE

1. Purpose

The National School Chaplaincy Program (NSCP) Cross Sector Panel (the Panel) has been established in accordance with the requirements of the Project Agreement for the National School Chaplaincy Program 2019-2022.

The NSCP will operate in the 2019, 2020, 2021 and 2022 school years.

The Panel will:

- demonstrate commitment to implement appropriate processes outlined in the NSCP
- agree and utilise assessment criteria for the selection of schools to receive funding under the NSCP
- ensure chaplains meet the NSCP's minimum qualifications and requirements
- participate in the program evaluation process
- facilitate implementation of the NSCP in Northern Territory schools.

2. Term for panel

The Panel will operate for the duration of the funding agreement, from November 2018 and continues until June 2023.

3. Membership

The Panel will comprise representatives from government, Catholic and independent school representatives.

The panel membership can be amended by the panel to include additional service providers or other school representatives as required.

Position	Name & Contact	Organisation
General Manager – Student Wellbeing and Inclusion (chair)	Sue Beynon E: sue.beynon1@nt.gov.au Tel: (08) 8944 9423	Department of Education
Director School Services	<i>Lindsay Luck</i> E: Lindsay.Luck@nt.catholic.edu.au Tel: (08) 8984 1400	Catholic Education Office
Executive Director	<i>Gail Barker</i> E: gail.barker@aisnt.asn.au Tel: (08) 8981 8668	Association of Independent Schools NT
Chief Executive Officer	<i>Debra Twartz</i> E: ceo@ntcsa.nt.edu.au Tel: (08) 8920 4355	NT Christian Schools

The Panel will be provided support as required by:

Position	Name & Contact	Organisation
Liza Dodsworth – Policy and Program Coordinator – Student Wellbeing and Inclusion	Liza Dodsworth E: liza.dodsworth1@nt.gov.au Tel: (08) 890 11305	Department of Education

4. Roles and responsibilities

4.1 Members of the Panel will commit to:

- attending all scheduled meetings and if necessary, nominate a delegate to attend on their behalf
- make decisions and provide feedback in a timely manner so as not to impede the administration of the program

4.2 Members of the Panel can expect:

- to be provided with accurate and meaningful information in a timely manner
- be given reasonable time to make decisions and provide feedback
- to have open and honest discussions without misleading assertions
- to be alerted to potential risks and issues that could impact on the delivery of the program.

5. Meetings

5.1 All meetings will be chaired by the Department of Education's General Manager, Student Wellbeing and Inclusion, or a delegate.

5.2 Meeting agendas and relevant papers will be provided by the Department of Education prior to each meeting. Minutes will be provided within one week following each meeting.

5.3 Meetings will occur as required for the duration of the NSCP project agreement.

5.4 Meetings of the group will be face to face where possible.