

**Adolescent Girls
Investment Plan**



**Adolescent Girls
Advisory Committee
(AGAC)**

*Terms of Reference
2023*

AGIP Adolescent Girls Advisory Committee

Terms of Reference | 2023

The Adolescent Girls Investment Plan (AGIP) is onboarding passionate and committed adolescent girls¹ to join its very first Adolescent Girls Advisory Committee (AGAC).

Background

About AGIP

The [Adolescent Girls Investment Plan \(AGIP\)](#) is a global, intergenerational, feminist coalition with members from research, philanthropy, and international development. We collaborate to drive political commitment and evidence-informed investments to shift outcomes for adolescent girls and youth.

AGIP's vision

We envision a world where girls have the voice, choice, and agency to determine their own futures, supported by holistic investment that responds to the full complexity of girls' lives and needs.

AGIP's mission

We aim to close the large and persistent gap between resources, evidence, and commitments for adolescent girls and the lived reality of adolescent girls in the most marginalised communities.

Values

Our practice is guided by our core values: to be inclusive, intersectional, impactful, and informed. Our approach to meaningful girl and youth engagement (MGYE) and safeguarding underpins everything we do.

Initiating AGIP's first Adolescent Girls Advisory Committee (AGAC)

Based on a series of discussions with adolescent girls, youth, and AGIP Board members, we have agreed that the inclusion of adolescent girls should be at the centre and prioritised in AGIP's governance and structure. We are initiating the Adolescent Girls Advisory Committee (AGAC) with the intention of sharing decision-making power with adolescent girls. AGAC members will inform the work of AGIP at all levels and will have the opportunity to collectively decide how they would like to engage with AGIP's governance process, Working Groups, and Board. Two AGAC members will have the opportunity to join the AGIP Board.

Eligibility Guidelines

The nature of AGIP's global coalition structure means that currently there is not sufficient capacity to support independent adolescent girls at their community level to participate in AGIP's AGAC. Safeguarding and meaningful engagement are at the heart of everything we do, and we rely on established community-level support to ensure adolescent girls are supported appropriately. Thus, only adolescent girls associated with a girl-led, girl-centric network/ collective/ organisation are eligible to apply for the first cohort of the Advisory Committee. AGIP is open to revisiting this decision in the future, based on the collective experience and evaluation of the Advisory Committee members.

¹ Adolescent girls aged 10-19 and the ones who have recently turned older (20-24)

	Adolescent Girls	Young Women
Age at the time of application	10-19	20-24
Language	English, Spanish, and French	
Skills and interests	Interest and/or inclination towards centring girls' voices in internal organisational processes, advocacy, public speaking, and growing as an advocate for girls' rights.	Skills and interest towards centring and promoting girls' leadership in internal organisational processes, advocacy, public speaking, communications, workshop facilitation, capacity building.
Willingness	Willingness to pro-actively contribute towards the co-creation of the Advisory Committee's engagement with AGIP	
Experience	Experience and/or interest in advocating for girls' rights	Experience in engaging with adolescent girls and advocating for their rights Involved with girls' rights organizations/initiatives, including holding a leadership role at a local, national, regional, or global level
Knowledge	Willingness to learn about and engage in global decision-making spaces such as Generation Equality Forum ; the Commission on the Status of Women (CSW) , the UN General Assembly (UNGA) ,	Knowledge and experience of engagement in global decision-making spaces such as the Commission on the Status of Women (CSW) , the UN General Assembly (UNGA) , especially Generation Equality Forum <i>Involvement in Youth Task Force, Action Coalition Youth Leaders, Young Feminist Manifesto (encouraged*)</i>
Safeguarding Requirements	Participant/ member of girl-centric and/or girl-led organisation/network/ collective that can provide on-the-ground safeguarding support* <i>*There will be a parallel process for all the Organisational Safeguarding and Learning Focal points of selected Girl Advisors</i>	Engagement with other girl and youth networks, organisations is preferred.

Nomination of adolescent girls

For nominations of adolescent girls from girl-centric, girl-led organisations/ networks/ collectives, dedicated staff support to hold the role of Organisation Safeguarding and Learning Focal Point (OSLFP) is mandatory.

For youth-led, girl-centric, and community-based organisations with limited resources that will support the participation of adolescent girls from marginalised background who would otherwise not be able to access this opportunity, AGIP is open to providing additional (financial) support upon request.

The OSLFP role can be held by an adult in a leadership role in the respective organisation/ network/ collective. This person will be responsible for ensuring the safety and wellbeing of the Girl Advisor as well as supporting their learning throughout the term of their membership to the Advisory Committee. OSLFPs are expected to commit approximately two (2) hours per month on average for dedicated roles and responsibilities with an openness to provide further need-based support to the Girl Advisor.

Responsibilities of AGIP's Adolescent Girls Advisory Committee

<u>Core responsibilities (Internal)</u>	<u>Optional contribution (External)</u>
<ol style="list-style-type: none"> 1. Willingness to co-design the collective journey of the Advisory Committee members and decide on how they would like to engage with AGIP's governance process, Working Groups, and Board 2. Nominating and supporting two AGAC members to join AGIP's Board 3. Strategic girl-centric input that informs the work of AGIP at all levels including Working groups and Board. 4. Advise on AGIP's safeguarding processes and approach to meaningful engagement with adolescent girls 	<ol style="list-style-type: none"> 1. Co-create and participate in AGIP's external facing girl centric events 2. Represent AGIP in external girl and youth centric spaces <p><i>For any engagement in the optional opportunities mentioned above exceeding 2-3 hours in total, additional monetary and non-monetary support will be provided in accordance with the TOR of the specific opportunity.</i></p>

Membership and Structure of the AGIP's Adolescent Girls Advisory Committee			
	AGIP Member Organisations	Others Organisations*	Key points
Adolescent girls 10-14 years	2	2	<ul style="list-style-type: none"> • Buddy System: pairing AGAC members to ensure peer support • Ensuring geographical diversity • Financial assistance for organisational support to reach adolescent girls from marginalised backgrounds who would otherwise not be able to access this opportunity • Small group to enable meaningful inclusion and attend to custom learning needs
Adolescent girls 15-19 years	2	2	
Young Women 20-24 years	2	2	
<i>* Girl-led, girl-centric organisations/networks/collectives</i>			

Timeline for AGIP's Adolescent Girls Advisory Committee

25 October 2022	Application Opens
8 November 2022	Q&A Webinar
25 November 2022	Application Closes
28 Nov- 14 Dec 2022	Review of applications + Interview/Check-in/Follow- on where needed
16 December 2022	Notification of selected applicants + Onboarding process
January* 2023	Kick-off meeting
<i>*All dates from January onwards will be aligned with advisors' availability</i>	

Advisory Committee Recruitment

AGIP is committed to having a diverse Adolescent Girls Advisory Committee. Advisory Committee selection will be carried out by the AGIP Secretariat and technical colleagues. This process includes an open call for advisors, review of applications, shortlisting candidates, interviews, reference checks, and confirmation.

Advisor Contracts		
1	Duration	One (1) Year from January – December 2023
2	Time Commitment	48 hours in total over 1 year <i>[4 hours every month on the core responsibilities out of which 3 hours will be for collective work and 1 hour of individual preparatory work]</i>
3	Financial support	Advisory Committee membership is completely voluntary. Members will receive an amount of 1000 USD in total to support their participation in this opportunity. This amount will be sent to Advisory members via PayPal or wire transfer in three tranches in January 2023 (30%), May 2023 (30%), and December 2023 (40%). <i>Please note that to ensure fairness in relation to the time and efforts invested by all members, uninformed absences and non-completion of the commitments stated above will impact the supporting monetary amount.</i>
4	Non-financial support	Special attention will be paid to ensure that the opportunities for knowledge and capacity building, networking, and representation related to girls' rights on global platforms is embedded in the process.
5	Safeguarding	Advisory Committee members to consent to AGIP's Safeguarding Policy by filling out the Safeguarding Form on selection. Abide by practices and policies outlined by the AGIP Secretariat throughout the duration of their terms. We are committed to collectively expanding these practices.
6	Probation	AGIP advisors are subject to a three (3) month probationary period where both advisors and AGIP assess suitability. Should the three (3) month period pass without an expressed desire to void the contractual relationship, the relationship will continue.
7	Availability	Advisors are expected to communicate periods of unavailability in a timely manner. Active participation in at least 9 out of the 12 monthly meetings is required.
8	Communications	Advisors are expected to maintain active communication with their AGIP focal point.
9	Confidentiality	Advisors are mandatorily expected to maintain confidentiality and uphold strong ethics in their engagement with AGIP to ensure safety and wellbeing of all involved, including fellow Advisors and AGIP staff.

10	Organisational Safeguarding and Learning Focal points of Girl Advisors	OSLFPs are expected to commit approximately two (2) hours per month on average for dedicated roles and responsibilities with an openness to provide further need-based support to Girl Advisors. AGIP will hold a parallel process for OSLFPs to ensure that the wellbeing and safety of Girl Advisors are prioritised. For community-based organisations with limited resources that will support the participation of adolescent girls from marginalised backgrounds who would otherwise not be able to access this opportunity, AGIP is open to providing additional (financial) support ² upon request. This amount will be transferred via the same channels and in the same tranches as applicable to the Advisors.
11	AGIP Focal Points	Advisors and OSLFPs of Girl Advisors will work together with the AGIP Secretariat and members, particularly the AGIP Youth Engagement Officer.

Advisory Transition

This contractual relationship can be terminated by either AGIP or the advisors at any time with a written notice of thirty (30) days to the other party.

Exit strategy

AGIP staff will facilitate the transition of Advisors if they are non-responsive to communications, absent from engagements and/or inactive in core advisor roles for a period of two (2) or more months.

The exit process will comprise of self-reflection by the Advisor and attending an exit interview with AGIP.

Interested to Apply?

If you are interested, please review the requirements and criteria in Advisor Terms of Responsibility and fill out the AGIP Advisory application form (available in English, Spanish, and French) by no later than **25 November 2022**.

- [Application form for 10-19 years old](#)
- [Application form for 20-24 years old](#)

If you have any queries, please email Pooja (AGIP Youth Engagement Officer) at agip.youth@girlsnotbrides.org.

We will also be organising an open Q&A session on **8th November** from 9:00-10:00 am Mexico City Time, 4:00-5:00 pm Paris Time, 8:30-9:30 pm New Delhi time. [Check your time zone here](#).

² 1000 USD in total provided in the same tranches as applicable to Advisors on submission of brief reporting.