

# Consumer Advisory Committee Member Position Description

The Continenace Foundation of Australia (the Foundation) is the national peak body promoting bladder and bowel control health.

The Foundation values the important contribution and lived experience of consumers and carers to all our work.

Consumers are people with lived experience of incontinence, including family and carers of people with incontinence\*.

Members of the [Consumer Advisory Committee](#) are people with lived experience of incontinence or carers of people with incontinence\*.

*\*NOTE: Incontinence is defined as the involuntary loss of bladder and bowel control. For the purpose of this document, this includes bladder or bowel issues that could lead to incontinence. For example, bladder urgency, frequency and nocturia; or bowel conditions such as urgency, constipation and diarrhoea.*

## Title of position

Continenace Foundation of Australia Consumer Advisory Committee Member

## As a Committee member we will ask you to:

Work with the Continenace Foundation of Australia and our Board to provide advice on improving consumer and community participation in our activities. This includes:

- Advising on how to improve consumer engagement strategies and methods.
- Advising on the most important areas where consumers' input or participation is needed.
- Giving your ideas on the development of education and awareness raising work and taking part in policy and advocacy work organised by the Foundation.
- Helping to plan the Foundation's long-term goals.

## Term of membership

The term of office for committee members is specified in the Committee Terms of Reference.

## Benefits of being a Consumer Advisory Committee Member

- Contribute to building a stronger Continenace Foundation of Australia.
- Make a difference in the lives of people living with incontinence and improving bladder and bowel control health for Australians.
- Gain experience volunteering with a non-government, national organisation.
- Develop professional and interpersonal networks.
- Free membership of the Foundation with access to information and discounted education and events.

## **Time commitment**

Meetings are held every three months (quarterly) or as required. Meeting dates are set at the beginning of the calendar year. Meetings are usually 60 minutes and will be held online via zoom in the early evening. Special meetings may be called from time to time.

Time commitment between meetings may vary as the agenda items may be different. We estimate 1 to 2 hours for preparation for meetings and 1 to 2 hours for reading, emails, and phone calls outside of meetings.

## **Primary Responsibilities**

- Attend and participate in meetings.
- Review any Committee communications including meeting minutes and papers.
- Provide advice and feedback to the Continence Foundation of Australia.
- Adhere to the Code of Conduct.

## **We are looking for people who:**

- Have a genuine desire to improve outcomes for people living with incontinence including increasing education and awareness about incontinence and bladder and bowel control health.
- Have experience of living with or caring for someone with incontinence and able to share this knowledge.
- Are able to contribute specialist knowledge and experience including consumer, caregiver, and/or diverse community perspectives.
- Are able to attend meetings and work as part of a team.
- Are able to recognise and respect the experiences of fellow Committee members.

## **Orientation and support**

All new Committee members will be provided with an orientation, welcome pack and support from Foundation staff and other Committee members.

## **Application Process**

Anyone who wants to join the Committee must fill out an Expression of Interest Form. The application and selection process is outlined in the Terms of Reference.

## **Contact person**

Joanne Sinclair, Community Partnerships Officer, Continence Foundation of Australia

Email: [consumer@continence.org.au](mailto:consumer@continence.org.au)

Telephone: (03) 8692 8498

## **Other relevant information**

- Consumer Advisory Committee Terms of Reference
- Expression of Interest Form
- Board Code of Conduct