



AYAA

AUSTRALIAN YOUTH AEROSPACE FORUM
CHAIR

INFORMATION PACKAGE

THE AUSTRALIAN
YOUTH AEROSPACE
ASSOCIATION



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ABOUT THE AYAA



The Australian Youth Aerospace Association (AYAA) is a not-for-profit organisation run by and for students and young professionals. Together we strive to promote education, awareness and involvement in the Australian aerospace industry and greater STEM community. The AYAA engages with people across Australia, launching connections between industry and the growing youth STEM community. Igniting the passion of the Australian youth STEM community is done through National scale events including the Aerospace Futures conference, the Australian Youth Aerospace Forum, and the Australian Universities Rocket Competition. These events are complemented through the frequent running of local state events.

Mission Statement

The Australian Youth Aerospace Association helps shape the future of the aerospace industry by bringing together passionate individuals that inspire and engage through a mutual sense of community and comradery – united in our goals and interests. Together we strive for growth and create opportunities, uphold our values, and work towards shared success. Through our mission statement, the following values are drawn out:

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| Diversity | We promote diversity in the Aerospace community – through our people, ideas, events, and cultures. |
| Community | We uphold a strong sense of professional and personal community in everything we do. |
| Opportunity | We are committed to providing diverse opportunities for growth – whether it be personal, social, or professional – for anyone at any stage of their life and career. |
| Integrity | We act with integrity, professionalism, and with commitment to our values. |

Igniting passion. Launching connections. Mission accomplished.



National Events

Aerospace Futures (AF)

The AF conference covers a wide range of topics from civil aviation, engineering and astronomy to geospatial intelligence, space science and law. To date the events has been an immense success with a total of 1500 student delegates and 80 organisations involved. In the past, the event has been hosted across six Australian state capitals proudly sponsored by the respective state governments, as well as national and international players.

In 2021, Aerospace Futures returns to Adelaide where it has previously been highly successful in engaging both the current and future generations of aerospace forerunners. Targeting a substantial 400 delegates, the event is focused towards undergraduate and postgraduate students, and young professionals from across Australia and New Zealand and it is for this reason that event is held during the university winter break.

Australian Youth Aerospace Forum (AYAF)

The AYAF is a five-day forum that grants senior secondary students the opportunity to investigate further studies and careers in the aerospace industry. During the forum, students hear from a range of aerospace leaders and technical experts and tour several aerospace facilities. Students will also gain exposure to various aviation and aerospace related courses that will be available to them upon completing secondary school.

Students are encouraged to actively develop their aerospace industry skills through several practical activities such as the design and operation of a model rocket. AYAF is open to 60 students Australia wide, who are interested in a potential career in aerospace.



National Competitions & Programs

Australian Universities Rocket Competition (AURC)

The AURC is Australia's first tertiary competition for student rocketry teams from around the world. Teams are required to design, build, and launch a solid-propellant sounding rocket to either 10000ft or 30000ft while carrying a cube-sat payload.

The event engages Australia's best and brightest university students, challenging them to show industry partners and government alike exactly what the next generation has in store. Projects are assessed throughout their design cycle, from project management approaches, FMEA, simulations and modelling through to manufacturing decisions, industry, and community engagement to testing, launch and recovery success.

Astra Program

The Astra Program is an initiative developed by student and young professional volunteers to promote transdisciplinary collaboration to meet real, aerospace industry-based scenarios. The program is a unique take on the traditional concept of working groups. Our working groups, or teams, will be presented with multi-faceted scenarios in the aerospace domain, and will engage one another and our partners in discussions to address industry-based issues while portraying a character, or profile, within the aerospace domain.

Our teams will consist of undergraduate, postgraduate, and young professionals from a diverse range of disciplines. The Astra Program aims to attract participants with all sorts of backgrounds from STEM to fields such as law, geopolitics, and the humanities. We hope to provide an expensive perspective of the issues that professionals within the space industry are confronted with.



State Events

The AYAA has chapters in NSW, QLD, VIC, WA, ACT, and SA. Each chapter has a sub-committee which is run by a State Representative. State committees are comprised of primarily university students who volunteer their time to organise and host events. Chapters are not university-specific and there are no entry requirements – the AYAA welcomes a diverse range of members.

State-hosted events are focussed on connecting tertiary education students with industry, highlighting exciting aerospace and aviation career pathways and promoting STEM to the younger generation. Across each chapter, an average of two events occurs each semester. Such events are typically tailored to the current climate within the Aerospace industry, to ensure the AYAA Community is engaged with the latest developments. This offers the event participants the opportunity to within the aerospace industry, engage with industry representatives and discover the latest developments to thus become equipped with the skills and awareness required to be successful within the industry.

Events vary annually and depend on the state chapter. Events which have been run include:

- Networking Nights
- Mock Interviews
- Social Nights
- Presentations / Panel Discussions
- Site Tours
- AYAA Online Video Content



POSITION DESCRIPTIONS

National Events Portfolio

6.2 AYAF Chair

AUSTRALIAN YOUTH AEROSPACE FORUM CHAIR

Communications & Events Division National Events Portfolio

The role as Australian Youth Aerospace Forum Chair involves the organisation and coordination of AYAF in Brisbane. The Chair bears responsibility as a main point of contact and focal point of a committee of dedicated individuals, and is responsible for a myriad of crucial tasks such as sourcing sponsorship and support, securing accommodation and scheduling site tours for the 5 day camp.

Position Details

Resourcing

- 5-10 hours per week

Potential applicants shall expect to commit an average of 5 hours per week on organisational activities in preparation for the event. Commitments vary intermittently depending on the task, and it is expected that application reviews, timetabling, budgeting, document preparation and quote gathering will augment the amount of time required per week. The amount of time spent preparing AYAF will again fluctuate as the event approaches, with an increased dedication of up to 20 hours per week, as well as full-time attendance at the Forum itself. Please ensure a willingness to fulfil these requirements prior to applying.

Requirements

- Strong organisational skills and work ethic
- Enthusiasm and motivation
- Ability to work as a leader and as a team member within and beyond the committee/ leadership team
- Attention to detail
- Ability to foresee potential challenges and address them appropriately, as well as overcome any unexpected roadblocks
- Team management, ability to delegate duties and responsibilities
- Proficiency in word processing, email and online tools
- Previous involvement with AYAF will be highly regarded

Position Responsibilities

Program Development

- Organise and coordinate AYAF Brisbane by serving as a central point of contact, overseeing committee members' duties and ensuring the success of the event
- Sourcing sponsorship, presenters, representatives, volunteers
- Organising, creating and delivering merchandise
- Communicating with Sponsors and Event Holders to organise/ receive funding for the forum.
- Securing accommodation and merchandise
- Scheduling of the week's meals and activities
- Preparation of practical tasks and logistical needs such as bus hire, site tours and student competitions
- Lead and coordinate a local organising committee, as well as event volunteers and student delegates
- Marketing of the event
- Word Processing of event materials such as the Prospectus, Delegate Handbook and Event Report



AUSTRALIAN YOUTH AEROSPACE FORUM CHAIR

Portfolio & Division

Portfolio	Portfolio: National Events Portfolio Lead: National Events Manager Portfolio Members: <ul style="list-style-type: none"> • AF Chair • AYAF Chair
Division	Division: Communications & Events Division Members: <ul style="list-style-type: none"> • Secretary • National Events Manager • Communications Manager • AF Chair • AYAF Chair • Media & Marketing Coordinator • Systems Administrator

Suggestion for Committee

On selection as Chair, it is recommended that you elect an organising committee to help plan and execute the AYAF event. It is recommended that a small but capable and effective team be elected into the organising committee. Typical roles include Co-Chair, Secretary, Treasurer, Student Liaison and Marketing Manager, Logistics Manager, as well as a Graphic Designer. General committee members are not always necessary, but can be effective as backup and for brainstorming discussions.

The applicant shall ensure that they are fully committed to the tasks and responsibilities associated with this role, that they have the necessary time available to dedicate to their leadership and coordination. They shall also ensure that they are available to attend the event. Flexibility is imperative.

For more information about this position, please contact Thien Nguyen: thien.nguyen@ayaa.com.au

Administration

Approval 2 March 2017 – Senior Leadership Team

Last Updated Saturday, 7 November 2020 – Senior Leadership Team

