

Involvement and Engagement Group Roles and Responsibilities

To help us build and nurture positive and trusted relationships, we are forming an Involvement and Engagement Group with older people, their supporters, family and whānau. The Group will also include people from businesses, iwi, local government, organisations working with older people or their whānau and care partners, and researchers from the University of Auckland.

As an essential part of CCREATE-AGE, the Involvement and Engagement Group will help build mutually respectful relationships where participation is welcomed and treasured, and where opportunities for involvement in research activities are underpinned by equity, opportunity, and inclusivity.

People on this group will be asked to develop written material about our research for people who aren't academics, such as leaflets, adverts, and summaries. This group will help decide the priorities for our public engagements and help tend our stands at public events.

What we are asking from you as a member of Involvement and Engagement Group

Monthly Meetings



As an Involvement and Engagement Group member you will be asked to attend one meeting per month. Each meeting is expected to last around one hour.



We expect that these meetings will be a mix of face-to-face and via video-conference (e.g. Skype or Zoom).

Co-Create a work plan



Co-create a work plan for involving and engaging a diverse group of people in the CCREATE-AGE community of co-creators.

Members of the group would help identify opportunities to involve and engage older people, whānua, community groups, academic partners, policy makers, private sector and external stakeholders in CCREATE-AGE. For example, suggesting with **whom, where and how** we hold community events to identify our research priorities, take part in other organisations' events, fairs and festivals to share information about research.

The Involvement and Engagement Group will co-create some targets for CCREATE-AGE and monitor progress against these targets.

Help out at events, fairs and festivals

Members of the group may wish to help out on stall at events, fairs and festivals, and/or co-create some fun, innovative and interactive ways to connect with various audiences.

Co-create summaries and information about CCREATE-AGE research

The group would help produce materials that summarise CCREATE-AGE research in plain English and Te Reo. This may include reading and editing summaries of research and our public-facing annual report to ensure that they readable and understandable.

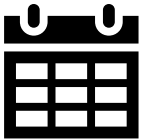


Contribute to developing research showcase events

As a member of Involvement and Engagement Group you will work with researchers to select key 'stories' that showcase co-created research. Research that involved older people, their supporters, family and whānau and demonstrates significant improvements to older people's lives and society.

We may ask you to be the 'audience' and help presenters to use familiar language, and avoid jargon, statistics or words that are a challenge to understand.

What you can expect from us



We will schedule the monthly meetings and inform you about the time and venue of each meeting well in advance. We will make these convenient for you, to fit in with your schedule.



We will provide you with a reminder about the meeting a few days before the event.



Each Group will run for two years but you are free to leave the group earlier, at any time you wish.



Time to time, we may welcome new members to Involvement and Engagement Group.



We will be available to support you in case you face any challenges as part of being on the Involvement and Engagement Group. As a member you will receive vouchers to assist with costs, up to \$100 for a two-hour meeting.



We will be happy to talk with about your contribution to meetings, if you wish.



We welcome points that you may want to raise for discussion. We will ensure that you have the opportunity to participate fully in discussions.



After every meeting, we will provide notes so that you will have a record of the matters we discussed and actions decided.

If you would like to be on the Involvement and Engagement Group, please fill in the application form.



If you have any questions about the Involvement and Engagement Group, please contact:

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This is our website :

<https://ccreateage.auckland.ac.nz/>