

Guide to giving evidence at the National Youth Commission into Youth Employment and Transitions public hearings

Why give evidence to the National Youth Commission?

The National Youth Commission (NYC) into Youth Employment and Transitions seeks to bring together the expertise, ideas and experience of young people, and the whole of the Australian community, to build a reform agenda for education, and the preparation and support of young people for work now and into the future.

Public hearings are one method the NYC is using to gather evidence and provides a means through which your ideas and solutions can be heard and discussed directly with the Commissioners.

If you visit us at nycinquiry.org.au you will be able to explore other ways of participating in the NYC if public hearings do not suit you.

What is the National Youth Commission looking for?

Since time is limited at public hearings, please ensure that the subject matter, observations or opinions directly address the [terms of reference](#) of the inquiry.

The NYC is particularly looking for **solutions** to improve the employment prospects and labour market experiences of young Australians. This includes issues around the relevance and effectiveness of the education and training systems, and the various service systems and programs relating to the transition from school to work.

Service providers may wish to present findings of evaluations of their services, researchers may wish to discuss their relevant research, school and VET teachers their experiences of the curriculum, and, of course, young people their experience of transition, education and work, as well as their expectations for the future.

Diversity and inclusion

The NYC is committed to ensuring this inquiry is inclusive and captures the views, ideas and experiences of people from a range of backgrounds, particularly those who have experienced barriers to education, training and employment.

We encourage people with lived experiences to present at the public hearing or through one of the other methods. If you need any adjustments to take part in any of these proceedings, please contact us on 03 9965 4911 or via info@nycinquiry.org.au.

Register to attend a public hearing

To present evidence to the NYC you must register as a witness prior to the public hearing. Complete the [public hearing registration form](#) or contact the NYC on 03 9965 4911 or info@nycinquiry.org.au.

You can also come along to observe proceedings at the public hearings. To do this, you must register as a visitor prior to the hearing via the [online form](#).

What happens at a public hearing?

Arriving at the hearing venue

Please arrive at the hearing venue at least 15 minutes before your scheduled time. When you arrive, please introduce yourself to the NYC staff. When booking in your time, you will have been asked to complete a registration form. If you have not completed this form, please ask the NYC staff for help.

If the public hearing is already in progress, you are welcome to observe proceedings before being called to give evidence.

Calling of witnesses

When the NYC is ready, the chair will call you to the table to give your evidence. The chair will ask you to state your full name and the capacity in which you are appearing before the committee (e.g. are you representing an organisation or appearing as a private citizen).

Giving evidence

Two or three [Commissioners](#) will hear your evidence. You will be asked to make a short presentation or statement (no more than twenty minutes). You may use PowerPoint or other technology provided this is arranged with NYC staff beforehand.

Questions from Commissioners will then be directed to you through the chair. The questions offer Commissioners a chance to seek your views and further information on the inquiry topic. Ten minutes is allowed for questions, so please keep your answers short and direct. You may take a question on notice and provide an answer after the hearing if you are uncertain of the answer.

Recording of public hearings

Public hearings are recorded in their entirety by the NYC. After the hearing, NYC staff may contact you to seek further information about issues raised at the public hearing, to check the spelling of any names, any acronyms used or the meaning of technical language.

Do you have other documents for the NYC?

Additional documents relevant to the inquiry may be provided before, at or after the hearing. Depending on the nature of the documents, they may be accepted either as a submission to the inquiry or as an exhibit to the inquiry.

Asking for confidentiality

NYC hearings are usually conducted in public. You may request to give evidence *in camera* (i.e. private or confidential). The NYC will make the decision to move *in camera* on request. If the request is granted, the public and media will be excluded from the hearing and only the Commissioners and NYC staff will be present. Please note, *in camera* evidence will be recorded and may be used by the NYC in such a way that does not identify you.

Please raise any concerns you might have about your evidence with the NYC staff beforehand so that the NYC is aware of your concerns. However, matters may arise during your appearance and you can request to give evidence confidentially at that time.