

Postvention Protocol Response Group (PPRG)

Advisory Group Terms of Reference

Protocol coordinated by



Support After Suicide

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Introduction

Document Purpose

This document outlines the scope, purpose and structure of the Postvention Protocol Response Advisory Group. It is designed to be used in conjunction with the Postvention Protocol Response Group (PPRG) Protocol Document.

Background

[Insert details of funding body, coordinating body, and/or history of postvention coordination in the region]

Purpose of the Advisory Group

The Postvention Protocol Response Group (PPRG) is a collaborative, multi-agency structure that brings together key organisations to support coordinated suicide postvention across the *[insert region here]*. The PPRG aims to reduce the impacts of suicide on communities and help prevent further suicides through both operational response and broader system-level work.

The PPRG Advisory Group meets to provide strategic direction, undertake broad data/trend analysis, and discuss key emerging issues in the region.

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Operating Principles of the Advisory Group

The PPRG Advisory Group commits to:

- Supporting the integration and coordination of services to identify and respond to the needs of communities and individuals impacted by suicide incidents.

Role of the Activation Group

The PPRG Advisory Group will perform three key roles:

- Provide strategic direction to the PPRG.
- Undertake broad data/trend analysis of suicide incidents and/or community distress.
- Discuss key issues and emerging community risks.

Membership

Membership of the PPRG Advisory Group will include a diverse range of stakeholders involved in suicide postvention service delivery in the *[insert region here]*, as well as stakeholders representing priority populations, including education, local government, non-Government organisations, LGBTIQ+ services, Aboriginal and Torres Strait Islander services, and organisations representing culturally and linguistically diverse communities.

Organisations should nominate a representative with the appropriate authority and access to relevant information to support their involvement in the advisory group.

All members are required to:

- a) Work collaboratively with other agencies and individuals towards common goals.
- b) Maintain confidentiality
- c) Share relevant information.

Membership Size

The PPRG Advisory Group will maintain a membership size that supports participation and engagement of members. The maximum number of members will be capped at *[insert membership cap here]*.

Appointment Terms

Member appointment is up until *[insert date here]*. Organisational membership will be reviewed yearly to ensure there is representation of key services.

Organisations that do not regularly attend meetings will be contacted to discuss their membership.

Organisations that wish to resign from their position can do so with written notice.

Alternative Methods of Engagement

The PPRG Advisory Group recognises that engaging diverse perspectives is essential to support informed decision-making. To support the groups understanding of regional needs and priorities, representation from communities, sectors, and services beyond the membership of the Advisory Group may be invited to participate in Advisory Group meetings to share insights and provide guidance. Approaches may include:

1. Inviting external expertise and consultation in specific areas relating to the PPRG Advisory Group on a one-off basis to present to the group, contribute to the conversation, or provide insights into particular topics.
2. Sector-specific roundtables convening stakeholders of various relevant sectors to support targeted discussions and the sharing of sector-specific insights and solutions.
3. Networking with other local PPRGs to share insights and learnings.

Roles and Responsibilities

Chair and Secretariat

The Chair is responsible for supporting agenda items, ensuring the meetings run on time, that discussions are productive, and that outcomes or further action required are clarified.

Support After Suicide will provide essential secretariat support for the group, including administrative assistance, coordination of meetings, preparation of relevant materials, and logistical support.

Meetings

Advisory Group Meetings

The PPRG Advisory Group will meet *[insert meeting frequency here]*. The meeting schedule will be determined at the beginning of each year.

All members commit to regularly attending the meetings. When attendance is not possible, a suitable alternate representative from the same organisation may attend.

Additional Meetings

Additional meetings may be required based on community need and to support function of the group. These meetings will be scheduled with notice and members will be provided with information regarding the purpose and scope of the meeting.

All members commit to attending these meetings and where unable to attend will notify the Protocol Coordinator, send a suitable alternate representative from the same organisation, and/or stay informed via circulated meeting minutes and documentation.

Amendments/Variations

The Terms of Reference may be amended, varied, or modified in writing, following consultation and agreement with group members.

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Contact & Membership List

ADVISORY GROUP	
Organisation	Contact Details
	Name: Title: Email:

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