

## **AVERT (Addressing Violent Extremism and Radicalisation to Terrorism) Research Network**

### **Executive Committee Terms of Reference**

#### **The AVERT Research Network Purpose**

The aims of the AVERT Research Network are to:

1. Develop and maintain an Australian-based research community of national and international experts that collaboratively promotes the AVERT Research Network's activities and contributions to the study and practice of addressing violent extremism and radicalisation to terrorism.
2. Foster opportunities for collaborative research and engagement; acting as a catalyst for the development and promotion of cross-disciplinary and problem-oriented approaches to research.
3. Contribute to research that is locally, regionally and internationally relevant and that has important social benefits.
4. Establish internal and external strategic partnerships with similar international research consortia, civil society, communities and government organisations.
5. Support the continued development of the Network's profile and performance through research leadership, public engagement and dissemination of research findings and impacts in multiple formats for diverse audiences to advance knowledge, stimulate innovation and public debate, and inform public policy.
6. Support the growth of the next generation of Australian research experts in addressing violent extremism and terrorism through participation in the Network's activities and forums including mentorship, workshops, career development, networking opportunities and HDR supervision.

#### **The AVERT Funding Model**

The AVERT Research Network operates on the principles of transparency and sustainability in its funding sources and support.

The Network is administratively supported by Alfred Deakin Institute for Citizenship and Globalisation (ADI) at Deakin University. Since 2020, the Network receives annual funding under a Memorandum of Understanding with the Australian Government Department of Home Affairs to support specified program activities, to provide advisory expertise and build research capacity for Australian government stakeholders.

The Network seeks to establish a sustainable funding base for its activities, initiatives and resources. As part of this effort, the Network also applies for external grant funding for specific research and engagement activities. Where such funds are made available by other institutions, agencies or funding streams, this will be explicitly and transparently acknowledged.

## **The AVERT Research Network Governance Structure**

The AVERT Research Network's governance model is structured as follows:

- The AVERT Convenor, with the support of the AVERT Coordinator, is responsible for day-to-day operations and, in conjunction with the Executive and Steering Committees, formulates and implements the strategic development of the Network.
- The AVERT Executive Committee, composed of Australian-based researchers, works with the AVERT Convenor and Coordinator to develop and implement the strategic goals and operational requirements of the Network.
- The AVERT Steering Committee is an advisory group comprising a consortium of national and international researchers with experience and expertise in research that addresses violent extremism and radicalisation to terrorism.

### **The AVERT Executive Committee**

The Executive Committee's composition and terms of reference are established by the AVERT Executive Committee, chaired by the AVERT Convenor and supported by the AVERT Coordinator.

#### **Purpose**

The purpose of the AVERT Executive Committee is to work with the AVERT Convenor and Coordinator to implement the strategic goals and operational requirements of the Network.

#### **Operating Expectations**

The Executive Committee will meet monthly during the Australian academic year (face to face and/or online). Executive Committee members are expected to attend and actively contribute to scheduled meetings and perform occasional ad hoc advisory and operational duties as required.

Meetings will be chaired by the Convenor and supported by the Coordinator. The Chair will preside at meetings of the Committee and will set the agenda. Committee members may propose agenda items up to 48 hours prior to scheduled meetings. In the absence of the Convenor, the Convenor may nominate another member of the Committee to act as Chair.

The Committee will endeavour to achieve consensus on matters requiring Committee endorsement. If Committee members are unable to attend scheduled meetings they may contribute to discussions by electronic mail.

The Coordinator will take minutes to reflect discussions and decisions of each meeting. The Coordinator will send the minutes to the Committee after each meeting and they are to be considered and amended/approved by the Committee at the subsequent meeting.

Executive Committee Meeting deliberations and discussions are considered confidential. When relevant and appropriate, broader reporting of Executive Committee outcomes will be done by the Convenor or delegated to the Coordinator.

The Committee is to review the Terms of Reference annually.

### **Key Responsibilities**

- Providing advice to the Convenor as well as input into and endorsement of major decisions and changes relating to the Network's focus, composition and activities.
- Engaging in strategic thinking and planning to assist the fulfilment of the Networks' mission and objectives alongside advice received from the AVERT Steering Committee.
- Identifying and implementing opportunities for the Network to target, expand or consolidate its focus, outreach and impacts consistent with the Network's mission and objectives.
- Developing and implementing membership drives to grow the research membership base of the Network.
- Promoting the Network's research priorities and contributions to the international study of violent extremism and terrorism.
- Contributing to the design, organisation and implementation of the Network's sponsored public events and engagement initiatives including seminars, symposia, roundtables, conferences and other events.
- Developing strategies for a sustainable funding base for the Network.
- Supporting the Network's execution of specifically funded initiatives and programs of research, engagement and research capacity building.
- Contributing to research initiatives, collaboration opportunities, strategic relationships and funding opportunities to enhance the capacity of the Network as a vibrant community of researchers, and community- and government-based practitioners.
- Working with the Steering Committee in relation to reporting, benchmarking and other practices designed to appropriately evaluate the Network's reach and impact against the Network's stated goals and objective as outlined under the AVERT Research Network Purpose, (see items 1 – 6, above).

- Working with the Convenor and Coordinator to develop and implement specific task allocations and timelines connected to items 1 – 6, above.

## Composition

Members are appointed for renewable 2-year terms, or for as long as they hold a position which entitles them to be a member.

The Executive Committee consists of up to 10 members for each two-year term. All Executive Committee members must be research-level members of the Network. In keeping with the Network’s national scope, the Executive aims for a diversity of Australian institutionally based researchers, with at least 50% of the Executive Committee membership drawn from members based at institutions other than Deakin University. The Executive Committee also aims to reflect diversity and inclusion principles in its composition. When openings come up, new Executive Committee members can be nominated by any member of the Committee and must be endorsed by the Convenor and currently serving Executive Committee members.

The Executive Committee is composed of:

- AVERT Convenor (ex-officio, Deakin University)
- AVERT Coordinator (ex-officio, Deakin University)
- AVERT Convenor Emeritus (Deakin University)
- AVERT research members (x5, any institution)
- AVERT ECR member (within 5 years of PhD completion, any institution)
- AVERT HDR Coordinator (currently enrolled or recently graduated [up to 2 years] HDR student member, any institution)

These Terms of Reference were approved by the AVERT Executive Committee on: 1 February 2024

Name of the document	AVERT Executive Committee Terms of Reference
Version	1
Reviewed	Y
Approved	1 February 2024
Next Review	1 February 2025
Chair	Lydia Khalil
Chair Signature	

## The AVERT Steering Committee

The AVERT Steering Committee's composition and terms of reference are established by the Steering Committee, chaired by the AVERT Convenor and supported by the AVERT Coordinator.

### Operating Principles and Expectations

The purpose of the AVERT Steering Committee is to provide advice to the AVERT Convenor on the strategic goals and operations of the AVERT Research Network. The Steering Committee's role is primarily an advisory one without operational or financial accountability or responsibility.

AVERT Steering Committee members will be involved in:

- Engaging in strategic thinking and planning to assist the fulfilment of AVERT's mission and objectives.
- Promoting and advocating for AVERT's research priorities and contributions to the Australian and international study of violent extremism and terrorism, including member publications and research and the Network's sponsored public events such as seminars/webinars, symposia, roundtables and conferences.
- Advising on how to make AVERT financially and organisationally sustainable as Australia's leading independent research and engagement network on terrorism and violent extremism.
- Attending and actively contributing to scheduled meetings and, as required, occasional ad hoc advisory requirements.

### Composition

Members are appointed for a two-year term, renewable for a maximum of one further two-year term, or for as long as they hold a position which entitles them to be a member.

The Steering Committee membership consists of up to 10 members for each two-year term. All Steering Committee members must be research-level members of the AVERT Research Network with significant demonstrated research expertise and profile in the field. The Steering Committee aims to have a diversity of institutionally based researchers, as well as diversity in relation to gender and career stage. The ex-officio positions on the Steering Committee are the AVERT Convenor (Deakin University) and the AVERT Coordinator (Deakin University).

In keeping with AVERT's aims as a nationally based Australian research network with international engagement, reach and impact, at least 50% of the ordinary Steering Committee membership should be drawn from members based at institutions other than Deakin University.

For the 2023-2024 term, the composition of the Steering Committee will be:

- AVERT Convenor (ex-officio, Deakin University)
- AVERT Coordinator (ex-officio, Deakin University)
- AVERT research members (x 6), any institution
- AVERT ECR member (within 5 years of PhD completion), any institution

## **Terms of Reference**

The Steering Committee terms of reference shall be:

To advise on the broad research and engagement priorities for the AVERT Research Network, including strategic advice on maintaining and growing the Network's research capabilities, contributions and impact.

To advise on research initiatives, strategic partnerships/relationships and funding opportunities to enhance the capacity of AVERT as a vibrant and engaged community of established and developing research experts, and community- and government-based practitioners.

To advise the AVERT Executive Committee in relation to reporting, benchmarking and other practices designed to appropriately evaluate AVERT's reach and impact against the Network's stated goals and objective as outlined under the AVERT Research Network Purpose, items 1 – 6 above.