

CanWCC Standing Community Care Committee Term Sheet

Background

The Canadian Women's Chamber of Commerce Bylaws 2.0 acknowledges that harm and conflict within an organization can occur between members, staff, partners, etc. Engaging meaningfully and thoughtfully with struggle and conflict is also how we grow as human beings and become stronger as an advocacy collective and organization. It's not if harm/conflict happens that matters, but how we deal with it.

In order to process conflict and harm in ways that align with our stated values in our Bylaws 2.0 (thoughtful, healing-oriented with a commitment to act with integrity, compassion, transparency and care), we have established a new standing committee of the board: The Community Care Committee.

Purpose

The Community Care Committee is established in CanWCC's Bylaws 2.0 to ensure that the organization's operations, culture and ongoing activities align with feminist organizational principles of what inclusive community care looks like. The principles center fairness, care, and healing through deep listening and restorative justice approaches to remedy.

In short, this committee is about creating and maintaining a safe, responsive member environment, plus working to elevate member happiness, joy and providing member to member support when harm and conflict arise.

Responsibilities

1. To support CanWCC's mandate to create a brave, safe, joyful, supportive, inclusive space for all members.

ii. Elect Committee Chair or Co-chairs

iii. Ongoing participation in CanWCC Circle community

iv. Monitoring community needs, issues, listening to member concerns

v. Meeting to address member concerns directly or if an issue is significant (impacts reputation, culture, legal concerns etc.), work with the board to address concerns.

vi. Respond to the right to be heard by members facing expulsion; make restorative justice-informed recommendations to the board about the proposed expulsion and following community/individual healing process.

v) Read and be familiar with Bylaws 2.0 Section 5.8 DISPUTE RESOLUTION PROCESS. It outlines our dispute resolution process at the board level.

Strategic Oversight

- Develop and recommend community care strategies and initiatives to staff and the board.
- Ensure alignment of community care activities with the organization's feminist values and mission.
- Monitor and evaluate the impact/alignment of partner communications/initiatives.

Policy Development

- Create and review policies, and/or recommend programs/initiatives that promote inclusivity, joy, belonging, equity, and support within the community to staff.
- Ensure all member policies address the needs and rights of marginalized and vulnerable groups.
- Advocate for policy changes that enhance community well-being and self-regulation, and individual agency.
- Ensure programs designed by staff / members alike are accessible, inclusive, and effectively address community needs.
- Provide guidance and support to staff, members and volunteers involved in community care activities.
- Encourage community participation and input in the development and evaluation of initiatives.

- Recommend communication regarding the organization's community care efforts to the public and stakeholders.
- Regularly report to the Board of Directors on the committee's activities, progress, and challenges.
- Create a 2-5 page annual report on the impact of community care initiatives and programs. This report will be shared with members at the AGM.

Membership

Composition: The committee will consist of a diverse group of 4-6 members, including:

Min of 1 Board Director, 1 Staff Member and up to 4 community members must make up a minimum of 50% of the committee membership.

Chair: The committee chair (or co-chairs) will be voted on within the committee. The committee Chairperson(s) cannot be a sitting Director. The Chair (or co-chairs) is/are responsible for leading the committee and reporting to the board.

The committee will also select a minute taker for each meeting and ensure minutes are recorded and uploaded to the board portal (coming soon)

Terms

Committee members will serve for a term of two years, with the possibility of reappointment for additional terms.

Meetings

Frequency: The committee will meet a min of 6x annually, with additional meetings scheduled as needed.

Quorum: A quorum will consist of a majority of the committee members.

Decision-Making: Decisions will be made by 100% consensus to move forward on a proposed decision or course of action.

Review and Evaluation

The committee will conduct an annual self-evaluation to assess its effectiveness and identify areas for improvement.

The committee will review this term sheet annually and recommend any necessary changes to the Board of Directors.

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