



## CanWaCH Gender Equality Working Group - Terms of Reference

### Mandate

Pursuant to the vision, mission and strategic plan for CanWaCH, the Gender Equality Working Group (GEWG) will advise the CanWaCH Secretariat on strategic, effective and innovative approaches to increasing the capacity of CanWaCH members, associates and partners to deliver gender transformative and rights-based approaches in programming.

### Functions and Responsibilities

The Gender Equality Working Group will provide advice and support to CanWaCH staff and will provide leadership within the broader CanWaCH partnership. This advice and leadership will be focused on:

- Encouraging collaboration across CanWaCH membership to advance shared objectives on gender equality and health
- Creating opportunities for dialogue among CanWaCH members and associates to build common ground, increasing leadership on best and innovative practices to advance gender equality and health
- Providing input into mapping gender equality capacity across CanWaCH membership, identifying strengths, challenges and opportunities for learning and collaboration
- Participating in and leading gender equality learning opportunities, including workshops and developing online tools focused on gender transformative approaches
- Advising on the development of principles of gender equality and health for the CanWaCH network, in consultation with CanWaCH members and associates
- Exploring emerging opportunities for joint research, learning and advocacy on gender equality and health.
- Working with other CanWaCH working groups including the [Stakeholder Engagement and Policy Working Group](#), the [Metrics Working Group](#) and the [Public Engagement Working Group](#) to ensure issues related to gender equality is a cross-cutting lens applied to all CanWaCH work.

### Membership

- The GEWG will be composed of individuals representing, as much as practically possible, a diversity of CanWaCH partners by organization size, language, region within Canada, programming focus, and location.
- Members of the Gender Equality Working Group will have expertise across disciplines including gender equality programming, expertise in gender equality research, policy, advocacy, monitoring, evaluation and learning.
- The membership of the GEWG will be comprised primarily of employees or consultants of CanWaCH member organizations and CanWaCH associates; others individuals may be invited to join the GEWG at the discretion of the co-chairs.

- On an annual basis, Members of the Working Group will be prompted to confirm their interest in continued membership on the committee.
- On an annual basis, CanWaCH will put out a call for new Members.
- New Members may be admitted into the group during the year at the discretion of the co-chairs, upon the advice of CanWaCH staff, based on the prospective new members' alignment with the mandate of the GEWG.
- The maximum number of members of the GEWG is not fixed and will be determined on an ongoing basis through discussion between CanWaCH staff and GEWG co-chairs.

## Co-Chairs

- The GEWG will have two co-chairs, drawn from the membership of the GEWG
- Co-chairs will each serve a one-year concurrent term
- Previous co-chairs will be invited to continue as past-chairs for a limited period of time to support the transition of the newly elected co-chairs.
- A GEWG member is only able to serve as co-chair once within a three year period.
- Election of Co-Chairs:
  - Co-chairs will be elected by the GEWG members following a secret ballot process
  - On an annual basis (September), GEWG members will solicit nominations and select new co-chairs
- Duties of the Co-Chairs:
  - Chairing monthly meetings of the GEWG
  - Providing leadership towards the mandate of the GEWG and ensuring its success
  - Deciding on admitting new Members to the GEWG, based on the advice of CanWaCH staff
  - Meeting with CanWaCH staff in advance of GEWG meetings to develop meeting agendas
  - Providing strategic advice and feedback to CanWaCH staff between GEWG meetings on areas of the CanWaCH work plan related to gender equality.
  - Representing the GEWG and speaking on behalf of its members, as needed and as mandated by the GEWG

## Meeting Format

- Meetings will be held monthly via video conference call.
- A yearly face-to-face meeting will be planned in consultation with Working Group members.
- Collaboration with other CanWaCH Working Groups will be organized where possible and appropriate.