



## TERMS OF REFERENCE (2022 Update) METRICS WORKING GROUP

**Mandate:** CanWaCH, a nongovernmental organization with close to 100 member organizations, has a mission to “*unite the expertise and commitment of Canadian organizations and individuals to advance the health and rights of women, children and adolescents globally*”. The CanWaCH Metrics Working Group (MWG) exists to support strengthening the capacity of Canadian actors and their global partners. It serves as a **technical advisory group and resource** to the global cooperation sector, with a particular focus on research, evidence, monitoring, evaluation, accountability, and learning (REMEAL) within the global health context, and exists to support the achievement of CanWaCH expected outcomes.

Specifically, the MWG, with its collective expertise in REMEAL, is mandated to **advise, connect, strengthen, and share** in several key REMEAL areas. These mandates are interconnected, and also related to the CanWaCH Work Plan:

1. **Advise:** Provide active, expert guidance to CanWaCH in its efforts to support capacity strengthening of global health and development actors (esp. Canadian and their partners) on questions and initiatives related to REMEAL, based on their own experience and insight. This includes guidance on needs identified to strengthen REMEAL in global health and issues to be prioritized based on those needs.
2. **Connect:** Leverage their networks within REMEAL to link relevant and diversified subject matter experts with colleagues seeking these insights and connections.
3. **Strengthen:** Offer expert and practical guidance to the sector (mainly Canadian organizations and their partners) through CanWaCH capacity-building, knowledge generation and dissemination (including practical guidance and tools) and learning (including feedback generation and multidirectional learning) activities coordinated by CanWaCH.
4. **Share:** Demonstrate leadership in REMEAL through transparent sharing of data (ex.: to be included in the [CanWaCH Project Explorer](#)), successes, and lessons learned, as well as of relevant practical guidance tools, in order to motivate others in the sector to do likewise.

The MWG meets regularly to collaborate on a diverse suite of projects and activities. The MWG may form subgroups as needed to tackle specific projects or subjects of interest.

**Date** June 2017

**Established:**

**Last Revised:** October 2022

**Coordination:** CanWaCH's Secretariat will be responsible for all Group administration. The MWG membership will appoint up to 2 members to act as Co-Chair(s) (one-year mandate), and may appoint administration positions (such as Chair or Co-Chair) to subgroups.

**Membership and Requirements:** The MWG consists of both **standing** and **ad hoc** members. Group members are appointed on an ongoing basis at the discretion of the Secretariat, in consultation with current members. Interested individuals may be asked to submit a CV. Expressions of interest in joining the MWG should be directed to [impact@canwach.ca](mailto:impact@canwach.ca)

To be a member of the MWG, an individual must be:

- An employee or consultant for a CanWaCH member in good standing; or
- A representative from Global Affairs Canada in a relevant department; or
- Invited to join the MWG at the discretion of the CanWaCH Secretariat.

### **1. Standing Members**

Standing members typically represent thought leaders and practitioners who possess significant expertise in global health and rights data, monitoring, evaluation, research and learning practice. They are also typically a decision-maker for their affiliated member organization, or have the capacity to influence decision-making in regards to MEAL/MERL practice.

However, members are ultimately appointed to the MWG on the basis of their individual expertise and not their affiliation. As such, members must possess the knowledge and skills to contribute independently to the objectives of the group.

Standing membership will change from time to time, up to a maximum of 25 Standing members, or a reasonable number as determined by MWG. Membership should ideally reflect a diversity of organization size, area of expertise, language, and location.

Standing members are expected to attend meetings consistently and actively. Individuals who are unable to contribute in this way may be invited by the Secretariat to participate as ad hoc members instead.

### **2. Ad hoc Members**

In order to achieve the objectives of the MWG, ad hoc members may be invited to participate in MWG meetings for a period of time, to lead or contribute to specific projects, initiatives, subgroups, or discussions. CanWaCH may approach individuals or organizations to invite them to participate or nominate a candidate with relevant expertise.

The number of participating ad hoc members will vary based on the activities and needs of the MWG.

**Meeting Frequency:** Monthly, with additional meetings as required

**Meeting Format:** The MWG is a virtual working group. Meetings take place via videoconference, with occasional in-person meetings as required.

The **MWG Work Plan (annual)** outlines the detailed objectives of the working group. Objectives are determined based on consultation with the MWG.

Suggestions for future topics may also be submitted by anyone by emailing [impact@canwach.ca](mailto:impact@canwach.ca)

