



January, 2020

Chair, Standing Committee on Advocacy

Role Statement

The Chair of the Standing Committee on Advocacy, in conjunction with the other members of the Committee, coordinates the advocacy and government relations work of Ontario Council, including the work of the Board-approved policy advisers.

RESPONSIBILITIES:

Work Plan

In conjunction with other members of the Standing Committee on Advocacy, leads and coordinates the current advocacy activities, including ensuring compliance with CFUW Ontario Council purpose and Ontario Council policies. Reviews related policies and legislation on current issues and may write related letters, briefs, etc.

Representation

Serves as a member of Ontario Council Board.

Reporting

Reports regularly to the Board on issues relevant to advocacy. Reports regularly to the Membership on issues relevant to the Membership via newsletters, social media.

Board Conduct

Maintains a high standard for Board conduct and upholds policies and Bylaws regarding Directors' conduct with particular emphasis of advocacy responsibilities.

Mentorship

Supports clubs and club members with their advocacy activities, with a commitment to prepare advocacy materials for the Ontario Council newsletters and website, as well as presenting, or arranging to be presented, advocacy workshops. Promotes individual members participation on relevant issues. Works with Ontario Council Regional Directors in promoting and disseminating relevant information.

DUTIES:

May-June

As soon as possible after the AGM, convene a meeting of the Advocacy Committee to determine theme for the year, topics for the Speaker Series, possible advocacy action and tactics. Discussion with the team about the use of the website, social media, the use of Policy advisors, possible survey of club members to determine issues of importance, partnerships with other NGOs.

Prepare names of Policy Advisors for the Board.

Update and/or prepare advocacy tools for use by club members. Have them posted on the website.

Summer

Prepare for first edition of the newsletter.

Fall/Winter/Spring

In conjunction with the Legislation Chair and President, track legislation and consultations. Determine action, usually briefs, letters and/or backgrounders for letter-writing campaigns.

In conjunction with the three Issues Chairs and President, track relevant issues and determine action.

Prepare Advocacy section of the Speaker Series, currently mini-workshops held at lunch.

Prepare relevant articles and reports for newsletters.

In conjunction with Communications Chair and rest of Committee, prepare Survey of Issues for club members.

Attempt to meet with politicians and/or staff whenever possible or relevant.

Liaise with partner organizations.

Spring

Prepare for AGM.

In election years, help clubs prepare for election.