

Gender Equity Policy Committee Terms of Reference

1. Mandate

1.1 Purpose

The Gender Equity Policy Committee advises the MFA Board of Directors on policies and issues related to gender equity within the organization to implement.

1.2 Scope

- To identify issues concerning gender equity to the MFA;
- To propose policies or actions to address these issues;

1.3 Duties and Responsibilities

- Meet regularly to discuss current issues;
- Determine which initiatives/policies will be forwarded to the Board for consideration;
- Prioritize opportunities and initiatives and recommend action to the Board;
- Follow through with Board approved activities

2. Authority

The Committee makes recommendations to the Board for approval and implementation.

3. Membership of the Committee

3.1 Composition

The committee members will consist of 3-5 members of the MFA and an MFA Board Member as chair.

3.3 Appointment of Members

The Committee members will be identified and appointed from the board members and general membership and will be selected by:

- Expressing an interest in participating on the Committee
- Possessing identifiable skill sets related to the activities of the committee

3.4 Appointment Chair

The Chair will be a member of the MFA Board of Directors appointed by the Board of Directors

3.5 Compensation

Committee members will receive no compensation and have no authority to make expenditures.

4. Decision Making

4.1 Decision-making

Items that require decisions shall be made first via consensus, then if consensus cannot be reached, majority vote.

4.3 Meetings

Committee Meeting will:

- Meet on an as need basis throughout the year

5. Accountability

The Committee Chair and/or representative reports back to the full Board of Directors with any recommendations, directions or decisions made at the Committee level for full Board ratification and implementation.