

Title	Advocacy Committee Terms Of Reference
Date Created	
Date of Approval	May 2011
Date To be Reviewed	August 23, 2017 (by Board of Directors)
Date of Approval	August 23, 2017 (by Board of Directors)

- The Advocacy Committee (AC) is a committee of the Board of Directors (the Board).
- The AC is an advisory committee to the Board; The AC is not a decision-making committee, nor do the members speak on behalf of the Board.

General Purpose:

- To fulfill, in part, the mission of the YWCA Edmonton of women shaping a world of equality, opportunity, and choice.
- The AC is expected to provide advice on advocacy efforts and initiatives that could be taken up by the YWCA Edmonton. Advocacy is defined as any action taken by the YWCA Edmonton which promotes its mandate. Advocacy includes, but is not limited to:
 - meeting with government or other agencies
 - letter writing
 - campaigning
 - fundraising
 - petitioning
 - funding of programs

Key Responsibilities (Scope of Authority):

- AC is expected to be knowledgeable of the issues/needs in Edmonton pertaining to the creation of strong communities that value women’s perspectives.
- AC will stay informed with the actions of the National Advocacy Committee and Board and recommend advocacy efforts for the YWCA Edmonton based on National advocacy objectives.
- AC will make recommendations to the Board about future Board action that can be taken with respect to advocacy.
- AC members are not solely responsible for conducting advocacy efforts on behalf of the YWCA Edmonton.

Composition and Appointment:

- The AC chair will be selected every year, as per the usual Board selection process for Committee chairs.
- A minimum of 2 board members should be appointed to the AC; There is no maximum number of members

- Community members, non-Board members who are members of the YWCA Edmonton and/or staff of the YWCA Edmonton may be appointed to the committee by the advocacy committee.
- The Board President, Chief Executive Officer (CEO) and Manager of Communications are ex-officio members.
- Appointments will be made on an annual basis; but members may be reappointed.

Meetings and Decision Making Process:

- The AC should meet a minimum of 4 times per year.
- Meetings will be scheduled at the call of the chair.
- Recommendations to the Board will be made based on a majority of Committee members.

Resources:

- There are no specific financial resources allotted to this committee. AC recommendations should fall within the Board-approved budget.
- AC will be supported by the CEO and/or appointed staff.

Reports:

- AC will report to the Board after each Committee meeting (minimum 4 times per year).
- AC will provide an annual work plan to the Board