

Terms of Reference: Intervention Action Committee

Project Title: Speak OUT: 2SLGBTQI Youth Dating Violence

Term: July 2021 – March 2023

1. Background

- a. Egale Canada is a national human rights organization that advocates on behalf of the Two Spirit, lesbian, gay, bisexual, trans, queer, and intersex (“2SLGBTQI”) community. Egale works to inform public policy through research, education and community engagement, inspiring cultural change, and promoting human rights and inclusion.
- b. Egale Canada is currently undertaking research into 2SLGBTQI youth dating violence and intimate partner violence. As part of the process, we are striking an Advisory Committee (hereafter “the Committee”) to advise on the planning and implementation of a pilot gender-based violence (GBV) intervention to 5 social service agencies in Ontario over a 1-year period.
 - i. Speak Out: 2SLGBTQI Youth Dating Violence is a 5-year, 3 phase project, addressing youth dating violence within the 2SLGBTQI community. Speak OUT aims to gather insights about youth experiences of dating violence within the 2SLGBTQI community, and to inform a youth-directed innovative intervention program pilot. Egale and our partners, a committee of dating violence experts, youth and service professionals (henceforth “the Committee”) will implement, plan and design the 2SLGBTQI youth dating-violence prevention and support intervention using findings from our 2019-2020 Speak OUT: Survey and the Speak Out Hackathon. Speak OUT’s action committee will reach out to social services organizations across Ontario to generate potential partnerships. The 5 selected delivery partners will receive program resources, site-specific training, and evaluation models toward the successful trial of the Speak OUT pilot program over a 1-year period. Speak OUT’s action committee will also be called on to assist in writing a program report that will be accessible to other agencies and organizations across the country.
- c. The purpose of the Speak OUT: 2SLGBTQI Youth Dating Violence survey was to achieve a better understanding of 2SLGBTQI youth dating violence and intimate partner violence across Canada. This research, along with community knowledge gained from the Speak OUT: Hackathon, will inform design and planning of the chosen Gender-Based Violence Intervention. The intervention will emphasize trauma-informed and youth-led approaches.
- d. The Speak OUT project is funded by the Public Health Agency of Canada’s Community Investment Grant

2. Mandate

- a. The Committee is comprised of 10-14 members across Ontario and beyond with an interest in supporting Egale Canada's Speak Out GBV intervention programming.
- b. The Committee serves to provide input during the period of appointment. It will do this by engaging with the team at key junctures during the planning, design and implementation of the GBV Intervention. The Participation of the committee will help to ensure that programming is relevant and accessible to 2SLGBTQI Youth Communities in Canada.

3. Responsibilities

- a. The Committee has the following responsibilities:
 - I. Participating in an introductory meeting, and monthly 2-hour meetings to provide input into intervention design and planning (July 2021- March 2022).
 - II. Participating in monthly 2-hour meetings to provide input into intervention monitoring, controlling and evaluation (April 2022- March 2023).
 - III. Supporting intervention design by performing research to gain knowledge about similar interventions and programs.
 - IV. Completing self-assigned tasks between meetings to support intervention design and planning.

4. Meetings

- a. All Committee meetings will be held over a virtual conferencing platform (e.g. Zoom) or by phone. All other engagements, such as correspondence with the Project Team, will occur remotely, either by email, phone, or virtual conferencing.
- b. All Committee meetings will be scheduled between July 2021 and March 2023. Dates will be determined in collaboration to best suit the needs of the Committee and its members. The Committee will also be consulted on an ad hoc basis through the course of the project to provide feedback on intervention planning and design.

5. Benefits of Participation

- a. Benefits of participation on this Committee include:
 - i. Connecting with other community members and organizations active in 2SLGBTQI Youth and GBV issues and to learn from their work and experience;
 - ii. Learning more about program design and implementation;
 - iii. Sharing challenges and insights into how to better serve 2SLGBTQI Youth experiencing gender-based violence in Canada;
 - iv. Providing input that will concretely inform intervention planning and design;
 - v. An honorarium will be provided for your participation

6. Reporting Relationship

- a. The Committee will work closely with members of the Project Team and communicate with them directly. The point-person for the Committee is Egale's Project Management Officer, Wesley Reibeling.

7. Statements Made on Behalf of Egale Canada

- a. A Committee member is not entitled to speak on behalf of Egale Canada without the express permission of the Executive Director.

8. Term

- a. The term of this Speak OUT: 2SLGBTQI Youth GBV Intervention Action Committee is from July 2021 to March 2023.

9. Confidentiality

- a. Each committee member must maintain the confidentiality, security and integrity of all materials during and after their term on the Speak OUT: 2SLGBTQI Youth GBV Intervention Action Committee.
- b. All information must be kept confidential. For the purposes of this provision, 'Confidential Information' means any information or communications in any form, whether oral or recorded in writing or other permanent form (including electronic or machine-readable formats), which is of a confidential nature, ought reasonably to be considered by the Committee Member to be of a confidential nature or which is marked confidential or disclosed on a confidential basis. This includes but is not limited to client records, donor and contact lists, donor and contact records, financial information, business plans, legal and political strategies, information provided to the Organization in confidence by third parties, and other documents or materials related to the Organization or any affiliated organization, or to the Organization's employees, officers, directors, volunteers, sponsors, members or donors.
- c. The Committee Member acknowledges that in the course of providing the Services the Committee Member will have access to Confidential Information. The Contractor has therefore agreed to accept the restrictions in this provision before commencing the Services.
- d. The Committee Member shall do everything reasonably necessary to maintain the confidentiality of the Confidential Information and shall notify the Organization.

- e. immediately of any suspected or actual unauthorized use, copying or disclosure of Confidential Information.
- f. The Committee Member shall not use or disclose to any person either during or at any time after the Contractor's engagement by the Organization any of the Organization's Confidential Information, except in the proper course of providing the Service and as provided under the provision below.
- g. The restriction in the provision above does not apply to:
 - i. any use or disclosure authorized by the Organization;
 - ii. any use or disclosure required by law or a court of competent jurisdiction; or;
 - iii. any information which is already in, or comes into, the public domain otherwise than through the Committee Member's unauthorized disclosure.

10. Decision-Making

- a. The Advisory Committee acts as a consultative body and therefore provides valuable advice to Intervention Planning at key junctures. Every effort will be made to incorporate committee recommendations into all aspects of Intervention Planning. Final decision-making will rest with Egale's Project Team.