

STOP HIV/AIDS Community Engagement Working Group (CEWG)

Terms of Reference

Mandate

Active community engagement between STOP HIV/AIDS Leadership and community members is of critical importance to the success of the STOP HIV/AIDS Pilot Project, so that community members are informed about, and able to respond to STOP initiatives.

It is the mandate of the STOP HIV/AIDS Community Engagement Working Group (CEWG) to support the two-way conversation between the STOP HIV/AIDS Leadership Committee and community members living with and at risk of HIV. The CEWG advocates for channels for community ideas and concerns to be included in the planning and decision-making processes, so that services take into account the diverse values and needs of the communities we serve.

1. Purposes

- To facilitate bringing the 'community voice' to the priorities and implementation of the STOP-HIV initiative.
- To participate in the decisions and recommendations of the STOP- HIV Leadership Committee through community consultation and engagement, ensuring the strategy meets the current and emerging needs of clients and diverse communities.
- To provide a forum for key stakeholders in the STOP-HIV initiative to support each other's community engagement processes.
- To work with the STOP-HIV Communications strategy to provide information to communities inside and outside the pilot regions.
- To share STOP-HIV community engagement strategies and tools with other stakeholders in B.C. via interregional networks.

2. Discussion of Reporting Relationships and Accountability

- The CEWG shares stewardship of the STOP-HIV Community Engagement strategies used for the STOP-HIV initiative, with expectation of mutual reporting and exchange of information.
- The CEWG reports to the STOP-HIV Leadership Committee and to STOP-HIV Project Leaders within each HA

3. Membership

Members of the committee can have overlapping functions. The Committee will include:

- No less than 2 members who are HIV positive, including one member from North HA if possible
- The community reps from the Leadership Committee, representing the pilot HA's
- Pacific Aids Network – 2 representatives (to include Executive Director and one Board member who is positive – if possible)
- Renewing Our Response – 2 representatives
- Red Road – 1 representative
- One open seat from North Health Authority
- One CE rep from PHSA

- One representative of the BC Centre for Excellence (*representing communications?*)
- One person representing gender issues
- Other attendees as invited periodically by the CEWG including representatives from other Health Authorities outside the pilot regions.

4. Guiding Principles

- The CEWG will function as a resource and support to participating Health Authorities and other stakeholders in their community engagement activities.
- Members of the CEWG will act as a channel or ‘bridge’ for their community engagement process, ensuring that information moves in both directions to and from their communities to the STOP-HIV initiative.
- Each member represents a number of different communities, including geographical, gender, religious/spiritual, ethno-cultural, language-based, rural and urban, and many other ‘communities’, as well as both personal and professional experiences with HIV and HIV related services.
- Members are encouraged to share their knowledge, skills and experience with the CEWG, and with each other, representing their own communities’ experiences, as well as learn from and support each other’s perspectives in the committee’s efforts to propose recommendations

5. Responsibilities

- Review and advise on strategic priorities, policies, activities and identified health outcomes of STOP-HIV, to ensure they reflect the needs of clients, caregivers and diverse communities
- Review other documents as required to support formation of recommendations
- Link with STOP-HIV Communications strategy to ensure communications reflect the needs of community members
- Identify areas of community need that have not yet been adequately addressed by the STOP-HIV initiative
- Identify and support methods of further consultation with public on subsequent strategy development
- Assist the Leadership Team in ongoing monitoring of program implementation
- Perform annual assessment of the CEWG’s work, including its relationships with the Leadership Committee, the effectiveness of the CEWG as a ‘bridge’ between the public and the STOP-HIV initiative

6. Frequency of Meetings - Monthly