

## **TERMS OF REFERENCE ACTIVE MEASURES WORKING GROUP**

### **Mandate**

The Active Measures Working Group was formed as a response to the ongoing need to link resources and partners in the area of Active Measures implementation in BC Region.

Active Measures enhance employment opportunities and reduce dependence on Income Assistance (IA) for BC First Nations IA clients living on-reserve. Active Measures can be:

- partnerships,
- programs and services,
- projects and initiatives,
- tools and strategies, and
- research of information and innovative approaches.

### **Guiding Principles**

- Ensure an open, inclusive and transparent process.
- Ensure broad-based membership of the working group.
- Ensure that working group members effectively exchange information and engage their networks.
- Encourage partnerships.

### **Objectives**

- Create greater awareness of Active Measures activities that are occurring in BC.
- Identify gaps and establish priorities and strategies in Active Measures that will ultimately enhance employment opportunities and reduce dependence on IA for First Nations client's on-reserve.

These objectives shall be achieved by:

- linking with national Active Measures initiatives,
- building upon previous Active Measures activities,
- identifying needs and resources of partners,
- researching and identifying First Nations needs,
- supporting community based strategies,
- creating stronger networking opportunities/collaboration for BCHRLCs/BSDWs,
- identifying effective assessment tools,
- tracking Active Measures activities occurring across the Province, and
- identifying and profiling best practices.

### **Working Group Membership**

- The First Nation Social Development Society
- Indian and Northern Affairs Canada
- Service Canada
- The First Nation Technology Council
- BC First Nations Human Resource Labour Council
- Ministry of Housing and Social Development
- Ministry of Aboriginal Relations and Reconciliation
- The First Nations Education Steering Committee
- Correctional Services Canada
- Indigenus Adult and Higher Learning Association

New members may be added upon agreement by all Parties (see Appendix A).

### **Reporting**

Each representative shall report back to the Executive of their respective organization or ministry.

### **Administration**

- The chair shall be nominated at each meeting.
- Service Canada and Indian and Northern Affairs Canada shall provide routine meeting space for the working group.
- The First Nations Social Development Society shall provide routine administrative support for the working group.
- The minutes will identify action items and the responsible party.
- The working group will meet once a month or at least once every six weeks.
- The Terms of Reference may be amended at any time, subject to the approval of all Parties.

### **Roles and Responsibilities**

The Parties will:

- share and distribute information on new policies and programs, as appropriate;
- establish technical working groups, as required, to explore specific issues;
- promote open discussions on policy issues at the working group meetings, all discussions and materials marked "Confidential or Not for Distribution" will be considered confidential and not to be shared outside the forum unless otherwise agreed upon by all Active Measures Working Group members; and
- the Active Measures Working Group Members acknowledge and respect established and evolving jurisdictional and fiduciary relationships and responsibilities, and will seek to remove impediments to progress by establishing effective working relationships.

### **Duration**

The Active Measures Working Group is ongoing. Any Party, on providing one-month written notice with reasons to the other Parties, may withdraw from the working group.

**LIST OF ACTIVE MEASURES WORKING GROUP PARTICIPANTS  
(As of January 14, 2010 meeting)**

<b>First Nations Human Resource Labour Council</b>		
Karin Hunt <i>Prince George Nechako Aboriginal Employment and Training Association</i>	(250) 561-1199 1-800-510-0515	karinh@pgnaeta.bc.ca <a href="http://www.pgnaeta.bc.ca">www.pgnaeta.bc.ca</a>
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<b>Indigenous Adult and Higher Learning Association</b>		<a href="http://www.fnesc.bc.ca">www.fnesc.bc.ca</a>   1-877-280-4151
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