

Terms of Reference for the CISV USA DEIA (Diversity, Equity, Inclusion and Accessibility) Committee - January 2022

History:

Sparked by the Black Lives Matter and civil rights movements of 2020, the CISV USA DEIA Committee was established in recognition of the need to emphasize and prioritize equity, diversity, inclusion, and accessibility within CISV USA. During its first year, the committee created a [strategy and action plan](#) for CISV USA, which was shared with CISV International and other member associations. Many aspects of the plan are operational and the CISV USA Board of Directors therefore decided in 2021 that the DEIA Committee will become an ongoing operational committee under the Executive Director.

Scope and Objectives:

The scope of the DEIA committee's work will be to:

- Target increasing equity and inclusion within CISV USA
- Identify ongoing matters that actively impede this goal, as well as gaps and opportunities in which the organization can capitalize on
- Suggest solutions (whether specific actions or strategies) to address identified issues and opportunities

The DEIA committee's objectives will be two-fold: create and review an ongoing strategic plan for the committee and execute the plan within the organization.

Each year the strategic plan will be reviewed by the committee members and new objectives will be added. Upon review, DEIA Committee will add and address any additional objectives to hold CISV USA accountable in DEIA areas. In addition to their own plan and objectives, the committee will have the freedom, and is encouraged, to advise the CISV USA Board of Directors and Executive Director on specific initiatives, organizational changes, programming, etc. to further ensure the successful execution of the DEIA Committee's plans and objectives.

Membership:

Committee members will agree to a 2-year term, monthly meetings and about 4-6 hours a week working on the DEIA strategic plan goals. The Chair of the DEIA Committee will run the monthly meetings, respond to emails for the main DEIA email address and report to the Executive Director after the monthly meetings. The Chair of the DEIA Committee will also be responsible for giving a quarterly report to the CISV USA Board of Directors. The Chair of the committee will be determined internally.

The committee can be composed of 5 people. Selection of such a committee after the first term should be independent of the BOD, should be run by the DEIA committee themselves in collaboration with the Executive Director.

Resources and budgeting:

The DEIA Committee can come up with a request for the budget and ask the Executive Director, Treasurer, and Board of Directors to allocate accordingly if it is approved.