



## **MISSION STATEMENT**

The PSAC Ottawa Regional Women's Committee (Ottawa-RWC) is a dynamic group of women drawn from Components and Locals in the National Capital Region. Although we have a sister organization on the Québec side of the region, our committee works in English and welcomes all PSAC women from across the region who wish to attend and participate.

### **The committee:**

- Informs and educates women on the political, social, economic, and workplace issues that affect them;
- Speaks with a strong, common voice and advocates policies that promote women's rights;
- Mobilizes women to participate in the union and take action on issues;
- Provides the tools so women can empower themselves with the knowledge, skills and confidence they need to exercise effective leadership;
- Supports women through a network that links them to one another, to the union, and to the community; and
- Reaches out to marginalized women and works with them to advance equality and make the Alliance an inclusive union.

## **VISION STATEMENT**

The Ottawa Regional Women's Committee works within a Feminist Framework, based on the principle of equality, which emphasizes shared goals, authority, responsibility and accountability. Its spheres of activity include union and workplace issues, social and environmental issues, politics and the economy. It is inclusive and values diversity in the Union and in Public and Private Sectors.

### **Ottawa Regional Women's Committee Guidelines**

#### **1. Mandate**

The mandate of the Ottawa-RWC is to provide a forum where women can discuss, develop and implement activities that promote women's well being professionally and personally. Provided they do not conflict with PSAC Policy or the Constitution, the Ottawa-RWC shall determine its own projects and activities subject only to yearly budget limitations.

## **2. Structure**

- a) Membership in the Ottawa-RWC is open to any PSAC member who self identifies as a woman.
- b) Observers/Guests may attend meetings of the Ottawa-RWC. They may have voice but cannot participate in the decision making process, unless the committee decides for specific periods that they shall not have voice.
- c) Members of the Ottawa-RWC shall elect a Treasurer and a Chair. The term of office shall be one year. The Secretary position may rotate. The committee may designate other positions and may structure sub-committees as required.
- d) In keeping with Feminist philosophy, decision making in Ottawa-RWC is done following the consensus decision making model.
- e) Meetings of the Ottawa-RWC are held the fourth Thursday of each month, at the Ottawa Regional Office at 15 Holland Avenue, Ottawa, Ontario. A light snack is available from 5:00 p.m. and meetings begin at 5:30 p.m.
- f) Minutes of the meeting are forwarded to the REVP for the NCR and the REVP responsible for the Women's Program.

## **3. Resources:**

a) Operating Budget: The Ottawa-RWC is allocated an amount of money at the beginning of each calendar year. This money comes partly from the budget allocated to the region and partly from the Women's Programme.

b) Regional Office Support: Quarterly the Ottawa Regional Office will provide the Ottawa-RWC with a financial statement. The quarterly statement should record the expenditures to date for each budget line item and show the balance of funds available in the budget. The Ottawa-RWC is responsible for verifying the annual financial reports ending December 31.

c) Other sources of funding: The Ottawa-RWC may maintain a chequing account with a financial institution separate from the operating budget maintained by the regional office. Three (3) members, one of whom is the Treasurer, will be selected as signing officers for the account.

## **4. National Women's Conference Representative:**

The Ottawa-RWC selects one representative to attend the PSAC National Women's Conference. The cot for this delegation is covered by the PSAC.

## **5. Networking:**

Ottawa-RWC does not operate in isolation from the rest of the union or of the women's movement. It is vitally important to build ties with groups both inside and outside the PSAC, who share the goals of the Ottawa-RWC. This creates opportunities to co-operate on strategy, share information, provide mutual support and pool resources. Networking expands the collective.

### Our list of partners include, but is not limited to:

- Canadian Labour Congress
- Ontario Federation of Labour

- Ottawa and District Labour Council
- Ottawa Colombia Sister's in Solidarity
- Women's Events Network (WEN)
- Childcare Coalition of Ontario
- National Women and the Law
- National Action Committee (NAC) on the Status of Women