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Monday, March 16, 2009

MCSW Terms of Reference



MANITOBA COALITION FOR SAFER WATERS TERMS OF REFERENCE April 2001

Coalition for Safer Waters

Coalition Members

MCSW Terms of Reference

Resources

I. Aim

That all Manitobans have the attitude, knowledge and skill required to make informed decisions about their safety and safety of others when participating in activities in, on or around the water and ice.

II. Objectives

- A) To reduce the number of deaths and injuries due to water and ice activities through public education and awareness campaigns.
- B) To promote the cooperation of the various organizations in order to avoid duplication.
- C) To facilitate communication and liaison among key partners across Manitoba on water and ice safety activities.
- D) To facilitate communication and liaison among Federal, Territorial, Provincial and municipal water and ice safety training organizations on all aspects of water and ice activities in Canada.
- E) To implement strategies to collect statistics on water-related incidents.
- F) To develop strategies to meet the identified needs with emphasis on aboriginal people, residents of northern and remote communities and children and youth and users of watercraft and snowmobiles.

III. Organization and administration

- A) To review the Terms of Reference on an annual basis.
- B) To identify partner (s) responsible for secretariat and other functions in keeping with the annual short and long term plans. IMPACT, the injury prevention centre of Children's Hospital has been contracted as Secretariat for Coalition.
- C) To prepare and distribute an annual activity report to the Coalition Member Organizations and funders.
- D) Member organizations can participate at various levels (i.e. Lead, secondary, resource) based on the Coalition's annual plans and the Organization mandate.

IV. Composition of Coalition

- A) Organizations that have a mandate to provide public education related to water and ice safety will form a core to ensure the management, continuity and sustain ability if the Coalition
- B) The Coalition is open to organizations and associations that have mandates consistent with the aim and objectives of the Coalition and that clearly recognize the diversity of the geography and culture of Manitoba

V.

- A) Member organizations will continue to function independently of each other to fulfill their individual mandates.
- B) To keep fellow Coalition members up to date on new initiatives.

VI.

- A) Core organizations can act on behalf of overall coalition.
 B) Functions of the core organization can be delegated to other organizations or associations.
 C) Role of Secretariat is to record minutes, communicate meeting schedules and monitor working group activities.
 D) There is some shared risk, but most of the authority and accountability falls to the individual organizations.

VII.

- A) Meetings of full membership will be held 3-4 times per year.

Manitoba Coalition for Safer Waters - Membership Definitions

Level	Definition / Description
Core Member	<ul style="list-style-type: none"> • Organizations / agencies in which water safety is a core part of their mandate • Are willing to take a consistent role in the coalition and ensure the continuity of the coalition
Leadership Member	<ul style="list-style-type: none"> • Organization / agencies that plan to attend the general meetings • Participate in the task groups appropriate to their mandate • Agree to distribute and collect information and resources
Support / Resource Members	<ul style="list-style-type: none"> • Organizations / agencies that are willing to work on specific issues / initiatives as needed
Corresponding Members	<ul style="list-style-type: none"> • Organizations / agencies that want to receive the notice of meetings for information only (may attend) and minutes of meetings
Information Members	<ul style="list-style-type: none"> • Organizations / agencies that want to receive minutes of the meetings as a resource

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