

Strategic Planning Working Group Terms of Reference

Purpose

The Board of Directors has a responsibility to ensure effective organizational strategic planning to identify priorities and goals¹. The Strategic Planning Working Group (“the Working Group”) of the Board of Directors is established on a short-term basis to develop and make recommendations to the Board with respect to the Strategic Plan.

Composition

The Working Group is comprised of designated members of the Board of Directors, including the MCSW President, as well as the Executive Director/Registrar.

The Working Group shall strive to ensure diverse representation, which may include consulting with or adding Working Group members, which may include public representatives, particularly when dealing with a matter that predominately affects the interests of a particular equity or cultural group.

MCSW staff, students, legal counsel or consultants may participate in meetings as deemed necessary.

Scope and Responsibilities

The Working Group of the Board of Directors has the responsibility to:

1. Provide guidance, direction and input on the Strategic Plan throughout its development.
2. Explore and gather data to inform MCSW’s Strategic Plan, including a Reconciliation and Anti-Racism Action Plan
3. Assist in consultation relating to the Strategic Plan, as deemed necessary
4. Identify opportunities for the College to address reconciliation and anti-racism as individuals, as an employer, as an association/regulatory body and as a profession as a whole.
5. Develop and make recommendations with respect to the Strategic Plan consistent with the objectives and mandate of the College for consideration by the Board of Directors

The Working Group shall maintain current Terms of Reference (TOR) which must be approved by the Board.

The Chair of the Working Group shall be selected from among Working Group members.

Decision-Making

Decisions of the Working Group will be determined by consensus whenever possible. Recommendations of the Working Group are to be considered for final approval by the Board.

Quorum

Three (3) persons shall comprise a quorum of the Working Group.

Terms

The Working Group is established to achieve the specific goal of developing the Strategic Plan. Members will maintain their terms on the Working Group until the completion of the specified goals.

Meetings

The Working Group will meet at intervals determined necessary to conduct the business of the Working Group or at the request of the Board, Executive Director/Registrar and/or Manager. Minutes of each meeting will be maintained in the College records.

Reporting and Accountability

The Working Group has direct accountability and reporting responsibility through the chair of the Working Group to the Board of Directors. Members of the Working Group shall adhere to the MCSW Code of Conduct.

References:

ⁱ MCSW Amended and Restated By-Law, 2-6(c)

Approved by the Board of Directors September 16, 2021