



## EDUCATION COMMITTEE

### TERMS OF REFERENCE

#### PURPOSE:

- To facilitate the advancement of co-operative education at all levels through targeted programming specific to the seven principles of co-operation
- To promote and share co-operative educational advice and resources to advance our members' educational objectives
- To prioritize educational programming and opportunities that contribute to the economic sustainability of the Ontario Co-operative Association and its members
- To work collaboratively through business and organizational partnerships within the co-operative community to deliver educational opportunities for members and youth

#### COMPOSITION AND TERM:

The committee representatives are recruited by the Executive Director through consultation with the organizations represented on the committee. In the interest of maintaining a consistent level of programming and a source of experienced advice, each organization will be asked to provide a committee representative with some experience with leadership building or educational programming for a minimum of one year where feasible. The committee will consist of a minimum of six (6) members from the co-operative sector. Two of the committee member must be a directors on the OCA board of directors.

#### AUTHORITY:

The committee has authority to hold meetings and present recommendations to the Executive Director in support of the Committee's purpose.

#### DUTIES AND RESPONSIBILITIES:

The Committee is mandated to:

1. Evaluate educational programming for consistency with the committee's purpose
2. Assess program needs and recommend appropriate action; recommend future program direction; identify opportunities for new program initiatives
3. Act as a communication and promotional link between OCA and their member organizations regarding educational programming
4. Facilitate the process of member dialogue, bringing together people and ideas that develop competencies and build capacity within the co-operative sector
5. Act as a clearinghouse for information sharing and networking about co-operatives

6. Be involved in the development and implementation of educational programs and support a flexible learning environment for co-operative members and managers

**ORGANIZATION:**

An appointed OCA board member will act as the Chair of the committee. Minute taking will be the responsibility of OCA staff. The committee will meet a minimum of two (2) times per year.

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