



**Ottawa Coalition to End  
Violence Against Women**

**Coalition d'Ottawa contre la  
violence faite aux femmes**

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## **Membership Information Package**

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Thank you for your interest in becoming an OCTEVAW member. Please review the following information package for membership details.



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To potential member,

Thank you for inquiring about OCTEVAW and considering a membership with us. Meaningful partnerships with agencies and community members are integral to working to end violence in our community.

OCTEVAW is a coalition of organizations and individuals dedicated to ending violence against women and, through leadership, education, advocacy and political action, to promoting a coordinated response to women and their children who have experienced abuse.

This package is an important first step in gathering more information about what we do and how you can become involved. Please take some time to review this package. If you are applying on behalf of your agency please review the material with your colleagues and board, as aligned values are integral to our work.

In this information package you will find the following documents:

1. Membership Information
2. Membership Criteria
3. Standing Committee Descriptions
4. Standing Committee Meeting Schedule
5. Organizational Structure
6. Memorandum of Agreement

We invite you to look at our website for additional information at [www.octevaw-cocvff.ca](http://www.octevaw-cocvff.ca). There you will find a Message from our Founder, our Strategic Plan 2008-2010 and many resources, among other things.

Please do not hesitate to call our office if you have any further questions or comments.

We look forward to working together with you and/or your agency on the road to ending violence against women and children!

Sincerely,

Erin Williams  
Executive Director



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### **Membership Information**

In working collaboratively to achieve equality of rights, fair access to services and resources, and social justice for women and their children who have experienced abuse, OCTEVAW adheres to feminist, anti-racist and anti-oppression principles, and is committed to celebrating diversity, inclusiveness and the dignity of all women and their children.

Our membership includes a cross section of women abuse and rape crisis workers, social service workers, child protection workers, hospital workers, police and other justice representatives, academic researchers and other concerned community members.

#### **Three Types of Voting Members:**

1. **Agency Members** designate at least one representative from their agency to join any OCTEVAW Standing Committee. All agency members are allocated one vote each.
2. **Individual Members** can join any OCTEVAW Standing Committee and are allocated one vote each.
3. **Honorary Members** are granted to individuals who, by virtue of their past contributions or achievements in ending violence against women and children, merit the title. Honorary members are allocated one vote each.

Voting members are required to pay an annual \$25 membership fee and sign the Memorandum of Agreement.

OCTEVAW is dedicated to ensuring accessibility and inclusivity of all women. Agencies with specific needs or requests should contact the OCTEVAW office directly, as membership fees can be waived or reduced on request.

#### **Non-Voting Participants:**

Individuals and organizations that do not meet all the criteria for membership are encouraged to contribute to, and participate in OCTEVAW standing committees, without the privilege of voting. Non-voting participants are not required to pay membership fees or sign the Memorandum of Agreement.

#### **Benefits of Membership:**

1. Participation on our Standing Committees with diverse member agencies
2. Access to our Members-only forum on our website
3. Access to post events to our website Events Calendar
4. Free access to our yearly Professional Development workshops



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### **Membership Criteria**

1. The organization, by its stated purpose, objectives, programs and/or actions demonstrates that it is working to end violence against women and/or their children or the individual has demonstrated a commitment to ending violence against women and their children;
2. the organization or individual agrees to support OCTEVAW in achieving its purposes and objectives, and agrees with the principles enunciated in the OCTEVAW mission, vision and values statement;
3. the organization is located or the individual resides within the City of Ottawa or surrounding regions;
4. the organization agrees to designate a representative who will consistently attend OCTEVAW meetings or the individual agrees to consistently attend OCTEVAW meetings;
5. the organization or the individual agrees to sign the OCTEVAW Memorandum of Agreement regarding membership rights and obligations;
6. the organization is non-partisan;
7. the organization is non-profit;
8. the organization or the individual is not in a position to fund OCTEVAW and thus to have potentially conflicting interests and responsibilities.

To apply for membership please contact the OCTEVAW office.

To apply directly please sign the Memorandum of Agreement and make your cheque payable to Family Services à la famille Ottawa, care of OCTEVAW and send to:

Attn: Executive Director  
OCTEVAW  
312 Parkdale Ave.  
Ottawa, Ontario  
K1Y 4X5



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## **Standing Committee Descriptions**

### **1. Accessibility and Outreach**

The mandate of the Accessibility and Outreach Committee is to work strategically to reduce barriers for membership and to coordinate and conduct an action plan for inclusivity efforts on behalf of OCTEVAW. These efforts must align with, and support the aims of the Coalition and correspond to the priorities of the membership. The committee members acknowledge the inter-relationship of the work and priorities of all OCTEVAW committees and of the Coalition.

### **2. Advocacy & Public Engagement**

The mandate of the Advocacy & Public Engagement Committee is to work strategically to effect positive change through collective action and to coordinate and conduct advocacy and communication efforts on behalf of OCTEVAW and to promote understanding of violence against women issues within the community. These efforts must align with, and support the aims of the Coalition and correspond to the priorities of the membership. The committee members acknowledge the inter-relationship of the work and priorities of all OCTEVAW committees and of the Coalition.

### **3. Justice**

The Justice Committee is a forum for its members to ensure a coordinated response by the justice system to women victims of abuse and their children, ensure the safety of women who have been sexually assaulted or abused, and of their children who may have experienced or witnessed the abuse and to ensure their legal needs are met, whatever areas of the law their case involves (criminal justice, family law, immigration, etc.) These efforts must align with, and support the aims of the Coalition and correspond to the priorities of the membership. The committee members acknowledge the inter-relationship of the work and priorities of all OCTEVAW committees and of the Coalition.

### **4. Front-line Support**

The Front-line Support Committee is a forum for counsellors, advocates and community workers who work with women and children experiencing abuse. It brings them together to identify and create ways to provide improved services that better protect women and children, and their well being and quality of life through enhanced coordination and accountability. These efforts must align with, and support the aims of the Coalition and correspond to the priorities of the membership. The committee members acknowledge the inter-relationship of the work and priorities of all OCTEVAW committees and of the Coalition.



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**Standing Committee Meeting Schedule**

<b>Standing Committees</b>	<b>Date/Time</b>	<b>Meeting Location</b>	<b>Chair</b>
Advocacy Working group	4th Wed of month, 9-11am	Family Services a la famille Ottawa 312 Parkdale Ave	Isabelle N. Miron Eastern Ottawa Resource Centre 613-741-6025 x122 isabelle.miron@eorc-gloucester.ca
Public Engagement Working group	2nd Wed of month, 9-11am	Family Services a la famille Ottawa 312 Parkdale Ave	Bailey Reid Neighbours, Friends and Family 613-741-6025 bailey.reid@eorc-gloucester.ca
Justice	1st Tues of month, 2-4pm	Sandy Hill CC 250 Somerset St East	Angelika Lorinser Western Ottawa CRC 613-599-5991 x244 lorinser@communityresourcecentre.ca
Front-line Support	Every six weeks, 2-4pm	Family Services a la famille Ottawa 312 Parkdale Ave	Sandy Milne Family Services a la famille Ottawa 613-725-3601 x138 smilne@familyservicesottawa.org
Steering	2nd Tues of month 9-12pm	Family Services a la famille Ottawa 312 Parkdale Ave	Mandy Faulkner Western Ottawa CRC 613-599-5991 x224 faulkner@communityresourcecentre.ca



**Organizational Structure**

