



Ottawa Coalition to End Violence Against Women

MEMORANDUM OF AGREEMENT BETWEEN OCTEVAW AND ITS MEMBERS

Mission Statement

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.

Memorandum of Agreement

As a member of OCTEVAW representing my organization, or as an individual member, and in order to remain a member-in-good-standing, I acknowledge and accept the following role(s) and responsibilities:

- I have read and am committed to OCTEVAW's Mission, and am prepared to accept the duties enumerated in S. VI, 5. of the OCTEVAW Constitution, which states:

Duties of Members

OCTEVAW and its members are responsible for

- a) articulating, safeguarding and promoting the mission, vision, values and mandate of OCTEVAW;*
- b) approving governance structure;*
- c) participating in the affairs of OCTEVAW through attendance at meetings, discussion and voting where appropriate;*
- d) setting broad strategic directions for the Coalition;*
- e) approving proposed amendments to the Constitution;*
- f) providing guidance to the Steering Committee in respect of the financial affairs, activities and priorities of the coalition;*
- g) setting and approving annual membership fees.*

- I agree to prepare for and attend meetings consistently (over 50% per year) and to accept those decisions made by OCTEVAW in my absence
- I agree to be respectful of other OCTEVAW members and of their diversity
- I agree to assume responsibility for the cost of attending meetings or, in the event of my inability to do so, to ask for assistance with travel and accessibility as required, including such things as costs and arrangements for transportation, child care, interpretation, etc.

- I agree to pay OCTEVAW's annual membership fee (except where exempted), which is \$40. Please make cheque out to Family Services à la famille Ottawa c/o OCTEVAW.
- I agree to be an active participant of OCTEVAW, as needed, by serving on standing and ad hoc committees
- I agree to inform the Executive Director (ED) as soon as reasonably possible if I should need to be replaced as the representative of my organization (Member Organizations only)
- I agree that in order for my agency to vote in an upcoming AGM, I have signed my MOA, paid my annual fee and attended 50% plus meetings by six months prior.
- I agree that only the ED or Chair, or their designate may speak to media or may officially represent OCTEVAW in a public forum

OCTEVAW acknowledges and accepts the following responsibilities to all members:

- To provide access to the "members" area of the OCTEVAW website, which includes minutes of OCTEVAW meetings
- To allow use in general of the resources on OCTEVAW's website, including the right to list member organizations and to post on the site's community calendar events whose purpose aligns with the mission and objectives of the coalition
- To engage members in opportunities to raise awareness of VAW issues in the community
- To allow each member one vote at each voting occasion
- To ensure meetings and resources are accessible to all members
- To promote diversity of membership so as to ensure broad representation from all parts of the community
- To provide professional development sessions within the limits of our resources, and support members in the fulfilment of their roles as VAW workers
- To speak with a unified voice, provide a focus for advocacy on VAW issues and work toward a coordinated response to such issues, including all forms of sexual violence
- To provide networking opportunities for members through participation in committees and other working sessions throughout the year
- To promote sharing of resources.

Signatures

Name of Individual or Organization (please print)

Signature of Member or Organizational Representative

Date

Signature of Signing Authority for Organization

Date

Name of Standing Committee(s)