



**Manitoba Child Care
Association**

Public Policy & Professionalism Committee

(Reviewed by the Public Policy Committee, April 25/05; September 22/06; June 9/08; June 14/10; Apr 30/12; May 13, 2014; June 20/17; June 7/18)

(Reviewed by the Board of Directors, 2005; September, 2006, June 2007, Sept 29/08; Sept 27/10; Jun 11/12; Jun 10/13; Sept 29/14; Aug 31/15; Aug 28/17; August 27/18)

Committee Mandate: To develop and implement strategies which promote and advance early learning and child care as a service and as a profession.

Duties & Responsibilities:

1. Develop and recommend MCCA policy changes to the Board of Directors regarding public policy and professionalism.
2. Develop annual goals for the committee, inform the Board of Directors of the goals and ensure goals are completed as per timelines identified.
3. Develop and implement strategies with Board approval, which promote and advance early learning and child care as a service and as a profession.
4. Communicate public policy and professionalism issues to the MCCA board, MCCA members, and all levels of government, sister organizations, the general public, and relevant professional constituencies.
5. Implement activities, which fit within MCCA's belief Statement on Quality Early Learning and Child Care.
6. Work within MCCA's government relations policy.
7. Perform duties surrounding annual awards presentations to acknowledge professionalism in the community. Specifically, the Awards Sub-Committee shall:
 - Determine award eligibility criteria
 - Evaluate submissions
 - Select recipients
8. Develop and review annually the committee's operating policies to support the committee's mandate.
9. Submit a report of committee activities and accomplishments by January 15 annually, for the MCCA's annual report.

Composition of the Committee

This committee shall be chaired by the Director of Public Policy and Professionalism and comprised of elected board members including the President, President Elect, Past President, two board members at large and a representative from the Ethics Committee. MCCA shall provide reimbursement for an alternate for a Family Child Care Provider to sit on the committee. An MCCA staff representative shall be appointed by the Executive Director. As well as these positions there should also be a maximum of 15 representatives from the MCCA membership who consistently demonstrate a commitment to carry out the duties and responsibilities of the committee. The committee is open to any MCCA member interested in promoting and working towards the committee's mandate.

Time Requirement

Given the scope of this committee, a two-year commitment from members is recommended. There will be 8-10 daytime meetings held each year, or as required.

Committee members should have time available outside of regularly scheduled meetings to: do research, work in the community, represent MCCA at events, plan and implement events to accomplish the committee's mandate.

Accountability

Members of the committee are accountable to the Board of Directors through the Executive Director.

Operational Policies

1. All members of the Public Policy and Professionalism Committee shall adhere to high standards including confidentiality of committee information, especially in regards to information that is verbally presented or written and is of a sensitive nature and has been deemed to be CONFIDENTIAL.
2. Committee members must be MCCA members in good standing; must sign a Confidentiality Agreement; must attend a majority of meetings of the committee held each year in order to remain eligible to participate. The committee Chairperson will monitor attendance and address excess absences that affect the operations of the committee.
3. Committee members must bring knowledge, expertise, and awareness of issues specific to this committee, and be non-partisan and objective.
4. Members of this committee must, in the opinion of other committee members and the MCCA Board of Directors, be free of any relationship that would interfere with his or her exercise of independent judgment.
5. A majority of the members of the committee must be present in person to constitute a quorum.

6. Committee members may be asked to act on activities as referred from the MCCA Board of Directors.

7. Committees will operate in accordance with MCCA's Volunteer Manual.