



## **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; September 24, 2020)

(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; November 30/20)

Committee Mandate: To develop and implement strategies which advocate for, 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. To establish ad-hoc or other committees, as needed, to support the work of MCCA. Some examples, but are not limited to:

### **Social Media Committee**

Duties would be to oversee social media accounts including, but not limited to, MCCA FB page, Instagram, Manitoba ECE/CCAs and Manitoba Directors Exclusively. The purpose of this group is to monitor posts for content and accuracy, positively influence the trajectory and dialogue as well as providing correct information to sector (member?) questions and concerns.

### **Sector and Membership Committee**

In collaboration with the Executive Director, this committee would stay informed of sector issues and current events and make recommendations on ways to support membership and keep members apprised of the projects and work of MCCA. This committee would initiate the planning of advocacy events or strategies that would involve MCCA's members (i.e. social media campaigns, town hall, #support26K walk...)

4. Develop and implement strategies with Board approval, which advocate for, promote and advance early learning and child care as a service and as a profession.
5. 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.
6. Implement activities, which fit within MCCA's belief Statement on Quality Early Learning and Child Care.

7. Work within MCCA's government relations policy.
8. 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
9. Develop and review annually the committee's operating policies to support the committee's mandate.
10. Submit a report of committee activities, advocacy efforts and accomplishments by January 15<sup>th</sup> annually, for the MCCA's annual report. In addition, ensure that, at minimum, timely updates are provided to the membership via social media platforms, YM distribution and website.

#### 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. A commitment to MCCA's mandate, goals and objectives is required. Members must be mindful and diligent in protecting MCCA's work if they choose to participate in advocacy efforts outside of MCCA's scope.

## 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 or by virtual platform 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.