



MACKENZIE REGION ABORIGINAL INTERAGENCY COUNCIL

• MRAIC •

TERMS of REFERENCE

#	ITEM	DETAILS
1	NAME	Mackenzie Region Aboriginal Interagency Council (MRAIC)
2	GENERAL PURPOSE	<p>MRAIC's purpose develops from a vision of the Aboriginal community set within a support system that consists of an expanding set of circles that all have a responsibility to the community. These expanding circles of support include the parents, the Elders, Education, Health, social development agencies, political systems and other stakeholders.</p> <p>MRAIC will strengthen this support system through advocacy and ensuring communication flow between the circles of support. Advocating for Aboriginal culture is seen as key to MRAIC's success.</p> <p>MRAIC will operate in a respectful and collaborative manner, with appreciation for all cultures within the surrounding area including the Cree, Beaver, Dene, Metis, Inuit and non-aboriginal peoples.</p> <p>MRAIC operations will be in accordance with Aboriginal culture, traditions values and beliefs resulting in a promotion of Aboriginal ways of helping.</p> <p>MRAIC works to addressing social and health issues impacting on the Aboriginal community in the Mackenzie Region.</p> <p>The area served by MRAIC will be from Garden River as the Eastern Boundary, Carcajou as a southern boundary, Rainbow Lake as a western boundary and the N.W. T. border as the northern boundary.</p>
3	MEMBERSHIP & COMPOSITION	<p>MRAIC is an informal committee made up of community groups and organizations.</p> <p>Membership is voluntary; however, a commitment to the committee is strongly desired. Active participation at regular meetings and on sub-committees is also strongly desired, in order to address matters of importance to the community.</p> <p>MRAIC is inclusive and will accept and encourage membership by all individuals and groups committed.</p> <p>Suggested members include the surrounding Aboriginal Communities, Community Supports, Government Agencies and other stakeholders.</p> <p>Members will ordinarily send alternates when unable to attend regular meetings.</p>

MRAIC - TERMS of REFERENCE

		<p>MRAIC members are accountable to their respective employers if applicable.</p> <p>A person/agency is no longer a member when notification is provided to the council. The membership list will be reviewed semi-annually, January and September, and listed persons/agencies not attending for an extended period will be removed from the list.</p>
4	MEETINGS	<p>MRAIC meeting location is primarily at the High Level Native Friendship Centre.</p> <ul style="list-style-type: none"> • Smudging and prayer will occur at the start of the MRAIC meeting. • Closing prayer will occur at the end of the MRAIC meetings. • MRAIC meetings will occur monthly on the first Tuesday of every month. • Meetings will begin promptly at 10:30 AM. • A consensus meeting model will be utilized. <p>The agenda package will be distributed, via email three days in advance of the meetings. Agenda items will be accepted at the meetings. Sharing circle items will not be recorded.</p> <p>MRAIC will use a standing agenda format at regular meetings.</p> <p>Northwest Community Social Services will provide administrative support primarily for the purpose of taking minutes and distribution of documents.</p>
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5	LEADERSHIP, GOVERNANCE & ELECTIONS	<p>MRAIC is accountable to the communities within the Mackenzie Region.</p> <p>Co-chairs will consist of two people elected by the MRAIC membership.</p> <p>Co-chairs will demonstrate commitment through attendance at regular meetings.</p> <p>Co-chairs' responsibilities include:</p> <ul style="list-style-type: none"> • Chair the MRAIC meeting • Promote and build relationships in the local area • Follow-up on task completion <p>Co-chairs are elected for a two year term, with one co-chair being elected every other year in the month of April.</p> <p>MRAIC will solicit funds as required and as funding grants come available. The council will be resourceful and creative in securing funding.</p> <p>Northwest Community Social Services will provide hosting support and will consider support for culturally significant events.</p> <p>MRAIC operating year is April 1 to March 31 of the following year.</p>

MRAIC - TERMS of REFERENCE

6	REPORTING	<p>The following reports, for information, will be generated:</p> <ul style="list-style-type: none"> • Agendas, for distribution to members • Meeting Minutes, for distribution to members
7	COMMITTEES	<p>MRAIC may, from time to time establish committees to carry out defined projects. These committees are Ad Hoc by design and are dissolved at a determined time.</p> <p>Standing committees may be established as required and approved by the members. These committees are expected to provide ongoing support to MRAIC in a defined area of work.</p>
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8	COMMUNICATION	<p>External communication is the responsibility of the Co-Chairs or their designate.</p> <p>Internal communications is the responsibility of the Co-Chairs, usually assigned to administration.</p>
9	PROMOTION & RECOGNITION	<p>Newspapers, radio, posters, Northwest Region Community and Social Services, Aboriginal Services email, etc. provide venues for MRAIC news, information and event publicity.</p> <p>Members are considered ambassadors for MRAIC and will speak positively when occasions are presented.</p> <p>MRAIC will celebrate successes and honour member achievement as determined.</p> <p>Ad Hoc and Standing Committees may be recognized as determined by the members.</p>
10	REVIEW & EVALUATION	<p>A summary describing MRAIC activities and accomplishments will be provided to the membership by the officers in April of the operating year.</p> <p>The term of reference will be reviewed every 2 years in October.</p>
11	DISOLUTION	<p>Should MRAIC dissolve, all assets including monies held in accounts will be distributed to a recognized charity determined by the members.</p>

