

CHLNet Knowledge Mobilization Working Group

Terms of Reference

Purpose

To mobilize the knowledge and evidence related to both leadership and leadership development, and its impact on system performance and sustainability.

Definition

Knowledge mobilization will be used as the term to classify CHLNet's efforts in turning knowledge into action and for this endeavour is defined as: the process of putting new knowledge and evidence into the head, hands and hearts of individuals in leadership roles.

Principles

- Dedicated to improving Canadian health performance and sustainability through evidence-based leadership.
- Committed to trust and reciprocity: i.e. are willing to work together, share resources, and seek to achieve a collective result that each will benefit from; and that ultimately benefits the patients and citizens of Canada.
- Belief that evidence (whether scientific, experiential, pragmatic and/or cultural) is foundational for best practice of leadership and leadership development.
- Recognize that a stronger link between the research community and the decision-maker community is required.
- Accept the importance of leadership in all contexts.

Duties and Responsibilities

In terms of priority,

- Oversee a knowledge mobilization plan that articulates objectives, desired practices and outcomes for targeted audiences with measures of success evaluated.
- Act as a catalyst in the exchange and dissemination of new and existing knowledge on health leadership to ensure integration into practice.
- Advise both integrated and end of project knowledge mobilization efforts for CHLNet grants, research and knowledge mobilization projects.
- Link researchers from the university community and knowledge users together to disseminate a body of evidence around health leadership.
- Advise on the best processes, tools and models for knowledge mobilization of evidence that shows health leadership as both an enabler of and a set of skills/capabilities for effective talent management and system transformation.
- Build and leverage partnerships and contexts among network members to coalesce resources and to seek out mutually beneficial opportunities to exchange and disseminate knowledge around health leadership.
- Ensure connectedness to other CHLNet working groups including research and evaluation and the health action plan to ensure health leadership is built into policy, planning and practice.

Terms of Operation

- Meet at least quarterly for one-hour teleconferences.
- Maintain quality records of meetings.
- Distribute agenda and materials one week ahead of the meeting (responsibility of Chair, along with Executive Director of CHLNet).
- Operate in a spirit of trust and reciprocity.
- Ensure the composition of the group reflects researchers and knowledge users (who are network partners).
- Assign work to volunteer sub-groups when appropriate so as to inform and fulfill goals and objectives of this working group.
- Review the terms of reference on an annual basis.
- Establish quorum of at least 50% of the members at each meeting.
- Ensure approval of major deliverables of the working group such as a plan or policy through a motion of partners at the next roundtable and quarterly CHLNet Secretariat meetings.
- Vacancies will be filled by the working group or CHLNet Secretariat as required.

Approved April 8, 2015