

## CHLNet Championing Strategic Leadership Excellence

### Working Group Terms of Reference

#### Purpose

Build and champion evidence informed, coordinated system-level strategy on the contribution and need for health leadership and its impact on performance and transformation.

#### Principles

- Evidence informed linking the impact of health leadership on organizational and system level performance.
- Believe in inclusivity and the use of a EDIR (equity, diversity, inclusion, and reconciliation) and broad systems level partner engagement.
- 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.
- Ensure knowledge transfer of leading practices.
- Surprise free and non partisan.
- Leverage the collective strengths of member partners.

#### Duties and Responsibilities

- Collect, synthesize, and share evidence on the health leadership and its impact on organization and system performance and transformation.
- Build an evidence informed strategy and action plan that champions strategic leadership excellence and is based on a logic model.
- Create and build strategic partnerships amongst member organizations.
- Act as a catalyst in the exchange and dissemination of new and existing knowledge on health leadership to ensure integration into policy and practice.
- Advise on the best approaches and tools to mobilize evidence that shows the impact of health leadership on performance and transformation.
- Serve as a sounding board for potential and current CHLNet-related health leadership advocacy efforts especially those that recognize the importance of health leaders as a collective and in health system transformation.
- Ensure connectedness to other CHLNet's standing group(s) to ensure health leadership is built into policy, planning and practice.

#### Terms of Operation

- As a standing working group, meet three times a year virtually for 1.5 hours or at the call of the cochairs. Regular attendance is required. Any member missing three consecutive meetings without cause will be required to resign.

- Maintain quality records of meetings.
- Create a workplan that outlines deliverables, accountability and that is monitored annually.
- Distribute agenda and materials one week ahead of the meeting (responsibility of cochairs, along with Executive Director of CHLNet).
- 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 a biannual basis.
- Establish quorum of at least 50% of the members at each meeting.
- Provide reports on the working group activities to the network partners for information purposes at the semi-annual roundtables.
- Ensure approval of major deliverables of the working group such as a plan or policy through a motion of partners at the next roundtable or quarterly Secretariat meetings.

## Membership

- Nominees for appointment of the cochairs will be solicited from this working group and/or Secretariat. Cochairs will serve a two-year term of office to take effect immediately. In exceptional circumstances, another two-year term may be granted by a vote of the working group.
- Ensure the composition of the group reflects provincial/territorial leaders who engage in advocacy and who are CHLNet member partners at a more macro level of the health system with representation distributed as follows: national/provincial/territorial organizations, CHLNet Senior Advisors, CHLNet Executive Director, and the cochairs.
- Selection criteria for members must focus on Equity, Diversity, Inclusivity, Indigeneity and Accessibility.
- Vacancies will be filled by the working group or Secretariat as required.

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