

**Fairfield Gonzales Community Association**  
**StreetLife and Community Engagement Committee**  
*~ Bringing community alive ~*  
**Terms of Reference**

1. **Type of Committee** – The Committee is a standing committee of the Fairfield Gonzales Community Association (the “FCGA”).
2. **Purpose** – In accordance with the FGCA’s mission, purpose, and values, the Committee researches and supports the implementation of neighbourhood and community-wide activities and initiatives to promote volunteerism and good citizenship, relieve social isolation and loneliness, and assist in addressing social issues affecting the community.
3. **Responsibilities** – Committee work will focus on the following areas:
  - a. **Conduct Research Relevant to the Fairfield Gonzales Community**  
The Committee will engage in research activities on topics that are relevant to the Fairfield Gonzales Community. Topics may include alleviation of poverty, emergency preparedness, racial and gender equality, isolation and loneliness of seniors and other community members, environmental concerns, and other topics as relevant to the local community. This research may include gathering information about community concerns as well as identifying possible ways to address the identified concerns.
  - b. **Assess and Develop Methods of Communication with Community Members**  
The Committee will monitor innovative methods of community engagement that may be used to reach more community members, such as social media, contributing to the FGCA’s newsletters, as appropriate, and additional projects that arise. Previous examples include posting on the FGCA’s social media sites, contributing to the Observer, and a community asset mapping project to creatively disseminate valuable information about community resources to community members.
  - c. **Promote Volunteerism and Good Citizenship**  
As appropriate and in accordance with the FGCA’s mission, purpose, and values, the Committee will support opportunities to contribute to the community, increase community engagement, and build neighbourhood resilience. This may be done by pursuing a specific project as a committee in response to an identified community need, or by connecting volunteers with other committees or organizations to best address the need. The Committee will collaborate with and support other FGCA committees and working groups.
4. **Membership** – The size of the Committee shall be a minimum of (3) three. The number of Committee members will be determined by the Committee. Any FGCA member in good standing is eligible for membership on the Committee or working group. Voting members of the Committee are to be approved by the FGCA Board of Directors. The Executive Director is a non-voting member ex-officio.

5. **Communications and Reporting** – Minutes shall be prepared, and reports submitted to the board as per FGCA Policy 6.3.1.
6. **Meetings** – The Committee shall meet as frequently as it determines, but at least quarterly, and shall determine what rules of order to follow.
7. **Support Needs** – The Committee shall be supported by the Executive Director or assigned staff in minor matters such as meeting scheduling, printing, etc. More significant allocations of time or financial resources require board approval.

**TORs history:** The StreetLife Committee is a longstanding committee. The Community Engagement Working Group was established in mid-2017, and was subsequently converted to a standing committee by the Board. The two committees were then merged by the Board.

Revised Draft: December 22nd, 2020

Approved by the Board of Directors: June 2021