



Association
of Registered
Interior Designers
of Ontario

Terms of Reference Equity, Diversity, Accessibility and Advancement Committee

Committee Objective

The Equity, Diversity, Accessibility and Advancement (EDAA) Committee will support ARIDO to further its continued commitment to foster and uphold diversity and inclusion in the interior design profession and greater community at large. This committee will support ARIDO's commitment to:

- Creating a welcoming and respectful community that is dedicated to building meaningful, progressive change towards diversity and belonging.
- Boldly advocate and champion the growth of ARIDO members and stakeholders during various stages of their professional and personal journeys.
- Honour ARIDO's responsibility as an industry leader to forge a new pathway to advance equity and diverse representation through actionable programs and policies.

Scope

The ARIDO Board of Management has determined the scope for this committee as follows:

- Work with Matrix360 to further ARIDO's journey and commitment to advancing equity, diversity, accessibility and inclusion.
- Deploy and oversee Affinity Groups to execute the master plan and initiatives related to the Strategic Plan.
- Be the voice of Diversity and Inclusion within the organization.

General:

Deliver monthly reports to the ARIDO Board of Management.

Liaise and consult with other ARIDO Committees as necessary for the fulfillment of their mandate.

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Detailed Volunteer Responsibilities

The detailed mandate of this committee is as follows:

- Work with staff to develop proposed approaches and strategies in meeting their scope and mandate.
- Recruit volunteers to support the deployment of scope, as required.

Detailed Staff Responsibility:

The ARIDO Staff will be responsible for:

- Coordinating committee meetings.
- Minutes that document action items and decisions.
- Working with the Chair(s) in drafting proposals that require approval by the ARIDO Board.
- Lead any operations or logistics required to execute the scope and deliverables.
- Liaise with other staff as required to execute the scope and deliverables.

Reporting

This committee will report directly into ARIDO Board of Management. The committee will have no formal decision-making authority but will bring forward recommendations for the consideration by ARIDO Board.

Chair(s) of the Task Force

The committee will have a Chair(s) that is a current voting Director(s) on the ARIDO Board of Management for 2022.

Structure

This committee shall consist of 7-10 volunteers. The desired qualifications of Committee Members are outlined below, with the intent that the Committee strives to appropriately reflect under-represented groups such as Black, Indigenous and people of colour, the LGBTQ2S+ and other marginalized individuals currently within and emerging into the interior design profession.

Committee meetings will be chaired by the Board member appointed to the committee. The Executive Director will identify ARIDO Staff who will be assigned to the execution of scope and provide all administrative support.

The Chair(s) will set the agenda, chair meetings, determine consensus, and assign tasks to Committee Members, where needed. The Chair(s), and/or appointed staff are the primary liaisons to the ARIDO Board of Management.

Qualifications

This Committee shall consist of 7-10 volunteers. Members of this Committee may be ARIDO members in good standing and/or non-members.

Term

This committee will be in place until otherwise determined by the ARIDO Board. The term for the committee will be a one-year term and will be reaffirmed every year. Individual Committee Members may be replaced upon the expiry of their term.

In alignment with the Board's policy on Committees, committee members can be removed from a committee where they miss 3 or more consecutive Committee meetings.

Approval Date: April 19, 2022

Effective Date: April 19, 2022

Next Scheduled Date for Review: April 2023