



Employee Midwife Work Group - Terms of Reference

Policy Type: Operational	Approval Date: September 2021
Sub-Category: Governance	Amended: June 2022
Last Review Date: September 2021	Next Review Date: September 2023

Purpose, Responsibilities and Delegated Powers of the Work Group:

The purpose of the Employee Midwife Work Group is to provide guidance to the Association of Ontario Midwives through the Executive Director on issues impacting employee midwives working in Expanded Midwifery Care Models (EMCMs), the Toronto Birth Centre and Ottawa Birth and Wellness Centre.

The responsibilities of the Employee Midwife Work Group are to:

- Advise on issues including (but not limited to):
 - collection of data and tracking/analyzing client outcomes and the value of EMCMs and birth centres (e.g., access to BORN);
 - removing registration barriers for midwives working in EMCMs and birth centres, including liaising with the CMO as needed;
 - ensuring AOM programs and services are responsive to needs of EMCM and birth centre midwives;
 - funding and policy improvements (e.g., review and recommendations into the revision and additional development of EMCM position templates created through negotiations with the Ministry of Health);
- Advise on the development of resources and tools to support midwives working in EMCMs and birth centres
- Advise on the AOM's role in relation to organizations that employ midwives;
- Provide recommendations regarding representation of midwives working in EMCMs and birth centres in governance;
- Provide input to the Negotiations Task Force, as required.

Composition

Members of the Employee Midwife Work Group will:

- Represent the diversity within the community of midwives working in settings including (but not limited to) as employees in Community Health Centres, birth centres, hospitals, Family Health Teams, and with populations served;

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- Have knowledge or previous experience in equity and/or anti-discrimination work, and recognize the impacts of systemic, intersectional and interpersonal inequities;
- Have an interest in health systems transformation and its application to midwifery.

The Employee Midwife Work Group will be comprised of a maximum of 7 voting midwife members. In addition, members of the AOMBT or other relevant organizations may be invited to attend as guests on an as-needed basis.

Membership of the Employee Midwife Work Group will also include:

- Executive Director (ex-officio)
- Senior Project Leader and Labour Relations Specialist (ex officio)
- Staff as required to resource to the Work Group.

Staff will be non-voting members of the Work Group.

Selection and Terms of Office

A call will be circulated to all members. Interested members will be asked to submit a statement of interest. The Executive Director will select Work Group members from those who responded to the call. In recognition of intersectional experiences and a commitment to racial equity work, the Executive Director will endeavor to ensure majority representation from Indigenous, Black and racialized midwives.

Work Group members will serve two-year terms renewable three times. Terms will be completed as of the Annual General Meeting each year. For those serving on the Work Group from its initiation, the term will be deemed to start as of May 2022.

The Executive Director will select the Chair from the members. Selection of the Chair will be based on the criteria for membership, their understanding of the diverse needs of midwives, and their ability to facilitate constructive discussion. The Chair will serve a two-year term renewable once.

The Chair of the Work Group (or their delegate) will also serve on the Negotiations Task Force.

Rules for Meetings:

The Work Group will meet as required, at the request of the Chair, and will meet approximately four times per year. and may be required to provide input between meetings via telephone or e-mail. Minutes for each meeting will be recorded and circulated.

Decision-making will be done by consensus where possible. Where this is not possible and a decision needs to be made, this will be done by majority vote. Quorum will be a majority of

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voting work group members. Midwives who are represented by the Work Group but who are not formal members may contact the Chair to request that agenda items be added.

Members who either miss more than two meetings in a row (except due to attending births or other extraordinary circumstances) or miss two meetings in a row without notifying the Chair, will have their membership on the Work Group revoked.

Commitment to Racial Equity and Anti-oppression

The AOM recognizes the dignity and worth of every person and is committed to creating an environment that is safe, accessible, inclusive and respectful of members, Board members, staff, and the Ontario public. The AOM recognizes that inequity is maintained by oppression, discrimination against, and systemic marginalization of people based on the protected grounds identified by the Ontario Human Rights Code.¹⁴ All members of this committee are expected to foster equity and inclusion, in accordance with the expectations set out in the AOM's [Racial Justice Position statement](#) (June 2021) and [Diversity, Equity and Inclusion Position Statement](#), June 2021). Training to support anti-oppression, diversity, equity and inclusion will be made available to members of committees, work groups and task forces as required.

Members who are unwilling to meet the expectations of the *Racial Equity and Anti-Oppression, Diversity, Equity and Inclusion* position statements may have their membership on this committee revoked.

Reporting and Accountability Requirements:

The Work Group is accountable to the Executive Director and will report to the Executive Director a minimum of once per year. Work Group meetings can be called by the Chair, or the Executive Director as required. The Executive Director reports to the board. In addition, the Chair or their delegate is required to participate in the Negotiations Task Force (NTF). The NTF is chaired by the president of the board.

Any staff/consultants hired to undertake specific work related to the Work Group will be hired by and report to the Executive Director.

The Executive Director has the authority to dissolve a work group if they determine that there is no longer a need for it, or if there has been sufficient evidence to suggest that the group is no longer productive.