

TERMS OF REFERENCE

THEMATIC TEAM 3

OF THE NATIONAL FOREST STRATEGY, 2003-2008

Version of 29 July 2005

Mandate from the NFS Coalition

These terms of reference are intended to be consistent with the National Forest Strategy (NFS), 2003-2008 document and the Implementation Approach. These documents identify thematic teams as a key means of encouraging delivery on Action Items in the NFS. Concrete progress on Action Items of the NFS is the primary outcome to be achieved, as measured by established indicators and in accordance with an agreed workplan for Team 3.

Membership

Team 3 members must be currently involved, or planning to become involved, in activities relevant to the Action Items of NFS Theme Three, “Rights and Participation of Aboriginal Peoples”. Team members are expected to participate in at least one of the activities listed under “Specific Functions”. Participation may take place by email, conference call, or in-person attendance of meetings.

The Team will strive to achieve broad representation of interests and geographical regions for the most effective implementation possible. There is no limit on the number of team members and no mandatory length of involvement. The team is expected to grow over time as momentum builds and we move forward on new initiatives.

While membership in Team 3 does not require it, Team 3 members are encouraged to become formal members of the NFS Coalition.¹ See the website, npsc.forest.ca, and the Implementation Approach document for further information about the benefits of membership.

Theme Champion

NAFA has been designated Theme Champion by the NFS Coalition. The Champion will:

- provide secretariat services to the Team.
- coordinate meetings and discussions.
- coordinate the identification and sharing of information on sources of assistance available for Team members to participate.

General Concept of Team 3

Generally, Team members will work with their national and regional contacts to identify and implement projects addressing the Theme 3 Action Items. The Team will be the “learning dissemination forum” at the national scale – reporting on projects, identifying gaps in action, communicating lessons from one region to the other, etc. It is essential that Team 3 avoid taking a “top-down” approach to their work. Instead, the role of the Team is to coordinate and support the direction, energy, and priorities that come from regional and local members, while maintaining consistency with the NFS.

¹ NAFA participates as a member of the NFS Coalition, but is not a signatory to the Canada Forest Accord.

Specific Functions of Team 3 (per NFS document and Implementation Approach)

1. **Track and Report** regularly on collective progress according to Action Items and Indicators. NFS Coalition members are responsible for reporting to Team 3 on progress in their own activities that address Action Items and/or Indicators under Theme 3.
2. **Coordinate** implementation of the Theme 3 Action Items based on identified gaps, priorities, and linkages by:
 - a. developing a workplan, including concrete targets with defined timelines and tasked parties.
 - b. facilitating the development of projects, programs and partnerships that respond to the NFS Objectives and Action Items.
3. **Choose representatives** to the Evaluation and Communication Committees (currently represented by NAFA). Thematic Team 3 will work together with the Evaluation Committee to compile and analyze information about relevant activities, and it will work with the Communications Committee to disseminate the findings as the information becomes available.
4. **Advise** the NFS Steering Committee and Coalition through the Secretariat regarding priorities, assessments, and communications.

Meetings

Due to financial constraints, Team 3 meetings at the national level will be kept to a minimum and held as needed. At least 2 national-level meetings will be held each year until the expiry of the 2003-2008 National Forest Strategy. Conference calls will be substituted for in-person meetings whenever it is efficient and feasible. Meetings focused on specific tasks in the work plan or other relevant projects may be more frequent.

Decision-making

Decisions of Team 3 will be made by consensus. This means that decisions will be based on serious consideration of every team member's considered opinion. Each team member accepts the responsibility to block consensus only when she or he is convinced that the decision is not in the best interests of the group as a whole. Consensus is not unanimous agreement, but rather cooperative behaviour.

In addition, Team 3 decision-making will adhere to the principles expressed in the NFS Coalition Implementation Approach, as follows:

- Transparency - maintain dialogue with members through an open process;
- Clarity - build understanding with clear and concise statements;
- Feasibility - identify achievable objectives and set reasonable direction;
- Effectiveness - avoid duplication and inefficient use of financial and human resources;
- Respect - respect jurisdictions;
- Responsibility - delineate clear membership and trusteeship roles and responsibilities;
- Achievement - strive to exceed commitments and recognize accomplishments; and,
- Cooperation - ensure synergy through active participation and communicating progress.

Figure: Structure of the National Forest Strategy Coalition and linked bodies
 (per “Implementation Approach” document)

