

## Transforming Military Cultures Youth Advisory Board Terms of Reference

Transforming Military Cultures (TMC) is a network of Canadian and international academic researchers, defence scientists, military members, veterans, and people with relevant lives experience who are collaborating to challenge, reimagine, and transform the Canadian Armed Forces culture into one that embraces inclusivity and difference. The Network employs an anti-oppression framework in drawing on diverse critical perspectives and international lessons learned. Our activities aim to determine the root causes of the problematic military culture and provide practical recommendation to help transform Canadian Armed Forces culture.

The TMC Network aims to:

- Lead innovative ways of thinking through military culture and culture change
- Collaborate and facilitate discussions with Defence members and stakeholders on culture and culture change
- Disseminate and communicate information on CAF culture change to the Canadian public
- Provide training and opportunities to emerging researchers with an interest in culture and culture change
- Learn from CAF and international military and civilian Network members
- Organize roundtables, symposia, and other events, including in collaboration with CAF
- Host a podcast that brings together civilian researchers, Defence Team members, and lived experience voices

**Purpose of board:** The goal of the board is to include a group of diverse youth who are interested in providing insight and ideas to improve and transform Canadian Armed Forces culture.

**Description:** The board will be made up of 5-7 youth, under the age of 25, from across Canada who are passionate about supporting positive culture change in the Canadian Armed Forces. We will aim for diversity of representation and aim to center intersectionality in the member selection process. This opportunity will allow youth to meet and engage with other youth, scholars and Defence Team members interested in, and working on, military culture change. Board members will also have an opportunity to develop their leadership skills, network and attend the annual TMC Network symposium.

**Roles and Responsibilities:** Please note that these terms of reference are a draft document that will be discussed and finalized by the advisory board itself.

The primary role of the youth advisory board will be to provide advice and guidance to the TMC Network. Over the course of the project, board members may be invited to:

- review and provide feedback on projects or papers
- aid in disseminating the projects outputs
- attend meetings and annual symposium (virtual and in-person) brainstorm innovative ways to improve CAF culture
- evaluate strategies to address culture change

- develop practical suggestions to address inequities in the military
- contribute time, knowledge, and expertise to the fulfillment of TMC mission (as outlined above)

**Duties and Commitment:** This is a volunteer position. We suggest the board meet at least four times per year, for one to two hours. There will be additional opportunities for the board to meet and/or contribute to Network activities, if board members wish. We expect your volunteer commitment to be two hours per month. A supervisor would be able to sign off on volunteer hours if needed for a program or school. Board members will be given a minimum two weeks' notice for meetings or other activities and most meetings and activities will be held virtually via Zoom. Any board member who misses three consecutive meetings without providing reasonable cause will be deemed to have resigned from the board.

**Group Guidelines:**

- The group will consist of individual members with equal standing
- The board will initially be co-chaired by a member of the TMC executive team and a board member
- All members will have a shared responsibility for the work of the group
- Members must respect the opinions of all members
- Members should ensure there is shared contribution towards discussions
- Members have a responsibility to advise the Network co-directors of any potential conflicts of interest
- Terms of reference and board membership shall be reviewed annually by the TMC co-directors
- Membership is for one year, with potential for renewal
- Members will be financially supported to travel and attend Network events, as per our Network Travel Stipend Guidelines (see [www.msvu.ca/tmc](http://www.msvu.ca/tmc))

**Selection Process:**

- **TMC co-directors will review all applications after August 15, 2022**
- **We will choose applications that best align with our Network goals.**
- **We will choose applicants with a view to ensuring diverse representation.**
- **We will notify applicants by August 30 of your application status.**

**If you are interested in volunteering for this opportunity to help influence positive changes to CAF culture, please send an application form to [tmc@msvu.ca](mailto:tmc@msvu.ca) by August 15, 2022. The application form can be downloaded at [www.msvu.ca/tmc](http://www.msvu.ca/tmc) (Guidelines > Youth Advisory Board).**