

Inclusion International Deinstitutionalization Working Group

Terms of Reference

About the Terms of Reference

This is a document that explains what a working group is.

It explains things like:

- Who is in the group
- How people join the group
- What type of work the group does together

It helps everyone who is in the group understand what to expect.

Goal of the Group

The Deinstitutionalization Working Group was created to be a place where members can come together and do work about deinstitutionalization.

The goal of this group is to:

- bring together members who are interested in deinstitutionalization
- share experiences and good practices related to deinstitutionalization
- give members a chance to do pieces of work together about important topics
- support the network by creating new resources and materials about deinstitutionalization that the members can use

Members of the Group

Anyone who is a member of Inclusion International can be part of the working group.

Both people who are part of a member organization and people who are individual members can be part of the group.

Members of the working group are not paid to participate. Everyone volunteers their time to be part of the group.

Work of the Group

The group works together through their email list and through online meetings.

Members of the group can use the email list to share information, ask questions, and have discussions about deinstitutionalization.

The group will also do at least 1 piece of work together each year that supports the network.

They will have a workplan each year which explains the pieces of work they will do together.

Some examples of this work about that the group might put in their workplan could be:

- creating materials or tools for members about closing institutions or creating supports in the community
- working on documents that support II's advocacy about deinstitutionalization
- putting together case studies to share good practices
- supporting Inclusion International's Council with their work on position papers

- organizing a webinar for members not in the group about important topics in deinstitutionalization

In some cases, working groups may also organize in-person meetings when budgets are available.

Group Leadership

Two or three members will help lead the work of the working group.

These members will be called Co-Chairs.

Co-Chairs might do tasks like:

- Preparing the workplan for the year
- Leading meetings of the group
- Leading sub-groups that are working on a specific piece of work
- Sharing resources and starting discussions on the email list

There will be an open call for people to apply as a Co-Chair.

The President of Inclusion International will choose the chair from the people who have applied. The Officers may also recommend that a specific group member applies to be a Co-Chair.

How to Join the Group

At the start of each year, Inclusion International will invite members to join the working group.

Members can also join at any point during the year.

Members can join the group by [signing up for the group email list at this link](#).

Inclusion International's Officers might also ask specific members to join the group to share their knowledge about deinstitutionalization with the network.

Contact

Each working group has a member of the Inclusion International staff team that supports the group.

Manel supports the work of the Deinstitutionalization Working Group.

For any questions about this working group or how to join, you can contact Manel at manel@inclusion-international.org.