

## Inclusion International Families Discussion Group

### Terms of Reference

#### **About the Terms of Reference**

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

It explains things like:

- Who is in the group
- What the group is for
- What the group does together

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

#### **Goal of the Group**

The Families Discussion Group was created to give members a place to connect and learn together.

The goal of this discussion group is to:

- bring together members who do work to support families of people with intellectual disabilities
- create a space where members can talk about issues that are common to families
- help members share the work they are doing and the specific strategies they use to support families

#### **Work of the Group**

The discussion group comes together through online meetings.

The discussion group has at least 2 online meetings per year.

At each meeting:

- 1-3 members will present on the work they do to support families.
- Members will have small group discussions using discussion questions about family support.

The discussion group does not do other work together outside of their meetings, but they might have discussions over their email group.

### **Members of the Group**

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

The discussion group is not open to people outside of the network. This is a space only for members to talk to each other about supporting families.

Members and presenters of discussion groups are not paid to participate. Everyone volunteers their time to be part of the group.

### **Group Leadership**

Two or three members will help to coordinate the discussion group.

These members will be called Chairs.

Co-Chairs might do tasks like:

- Helping prepare the topic list for the meetings for the year
- Help identify members to present to the group
- Leading meetings of the group

Any member of the group can apply to be a Co-Chair of the group.

The President of Inclusion International will review everyone who applied and choose the co-chairs.

The Officers may also recommend that a specific group member applies to be Co-Chair.

### **How to Join the Group**

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

Members can also join at any point during the year.

Members can join the discussion group [by signing up for the email list here](#).

### **Contact**

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

Kimber supports the work of the Families Discussion Group.

For any questions about this discussion group or how to join, you can contact Kimber at [kimber@inclusion-international.org](mailto:kimber@inclusion-international.org).