

DIAAC- Education & Awareness Sub-committee

Work Plan 2017

Purpose:

- to identify, develop and support educational opportunities for DIAAC, Civic Administration, Council and the larger community
- to identify and implement opportunities that raise the profile of DIAAC in the community
- to share the common responsibility of research and bringing forth recommendations to DIAAC to achieve its mandate

Objective	Implementation	Budget	Partnerships/ Responsibility	Status/ Timeline
1. Develop & facilitate educational opportunities	1.1 Facilitate a community awareness event 1.1.1 Theme: Gender/The Meaning of Gender	\$3500	Education subcommittee	November /January
	1.1.2 Identify partnerships in the community for event		Ed'n subcommittee & DIAAC	June-July
	1.1.3 Plan for International Day for the Elimination of Racial Discrimination	\$200	Ed'n subcommittee	January
	1.1.4 Identify promotional opportunities and strategies for community events		Ed'n subcommittee Communication	July

Objective	Implementation	Budget	Partnerships/ Responsibility	Status/ Timeline
2. Educate new members of DIAAC	<p>2.1 Collaborate with P&P to create new and revised content to enhance the DIAAC new member's orientation package</p> <p>2.1.1 Provide recommendations and feedback to P&P on the following:</p> <ul style="list-style-type: none"> -org chart illustrating DIAAC in relation to Council -list of commonly used operational definitions within CofL context -provide document outlining pre-approved list of budget item 	Nil	Education & P&P subcommittee	Ongoing
			Ed'n subcommittee	Ongoing
	2.2 Assist P&P in revision of TOR for DIAAC.	Nil	Ed'n & P&P subcommittee	Ongoing

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3. Educate committee members	3.1 Invite faith leaders to open DIAAC meetings	\$1000	Ed'n subcommittee	TBD
	3.2 Invite speakers to present to DIAAC	\$200	Ed'n subcommittee	Ongoing
	3.3 Invite Civic Administration to speak with DIAAC regarding processes and implement initiatives that support diversity, inclusion and anti-oppression	Nil	Civic Administration	Ongoing
	3.4 Implement I ³ , identify innovations, ideas and initiatives taking place in other municipalities, provinces and countries that overlap the mandate of DIAAC. Bring findings to DIAAC for discussion and possible recommendations to Council	Nil	Ed'n subcommittee	Ongoing
	3.5 Invite to DIAAC, members of the public who have lived experiences concerning discrimination in London	Minimal (cost of parking pass/bus tickets)	Ed'n subcommittee & DIAAC	Ongoing
	3.6 Encourage DIAAC members to volunteer and provide introductions of themselves at each meeting	Nil	DIAAC	Ongoing

Objective	Implementation	Budget	Partnerships/ Responsibility	Status/ Timeline
<p>4. Raise profile of DIAAC in community</p>	<p>4.1 Provide to P&P subcommittee suggestions regarding DIAAC's web page on London.ca</p>	<p>Nil</p>	<p>Education & P&P subcommittee</p>	<p>July</p>
	<p>4.2 Propose name tags for interested DIAAC members for use at public DIAAC & related events.</p> <p>4.2.1 Provide to Chair, Vice-Chair and Subcommittee Chairs as minimum</p>	<p>\$200-\$400</p>	<p>Ed'n subcommittee</p>	<p>November</p>
	<p>4.3 Collaborate with other organizations smaller projects/events that overlap DIAAC's mandate</p>	<p>TBD</p>	<p>Cross Cultural Learner Centre, London Immigration Partnership, LUSO, NECC</p>	<p>Ongoing</p>
	<p>4.4 Compile database of contacts from faith centres, neighbourhood associations, ethno-cultural organizations, etc. for DIAAC and subcommittees to use for outreach purposes</p> <p>4.4.1 Connect with Civic Administration for access to current database</p>	<p>Nil</p>		<p>Ongoing</p>

4. Raise profile of DIAAC in community (con't)	4.5 Initiate mail out and personal outreach campaign to new and current contacts compiled from database	\$300	Education & DIAAC	TBD
	4.6 Develop promotional material for DIAAC		Ed'n subcommittee	October
	4.6.1 New brochure design		Civic Administration	
	4.6.2 Small banner	\$100	Communications	
	4.6.3 Collect photos of DIAAC events including members of DIAAC			
	4.6.4 Order new swag	\$300		November
	4.6.5 Design a template Powerpoint highlighting DIAAC. Use at public events where applicable			
	4.7 Revise 'Open House' strategy approach. Focusing more general community outreach over professional industry outreach	Nil	Ed'n committee	September

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5. Share in role of research, knowledge attainment and providing recommendations to achieve mandate	5.1 Propose implementation of research associate acquired from secondary or post-secondary student population to assist in basic research efforts of the Education subcommittee.	\$300 honourarium (8 month arrangement)	Education subcommittee, Civic Administration	2017 Budget year
	5.2 Identify partnership opportunity with Fanshawe College to develop a work pool to accomplish small projects.	Nil	Ed'n subcommittee	November
	5.3 Identify partnerships with surrounding high schools to establish volunteer opportunities for student to assist DIAAC in accomplishing its mandate	Nil	Local high schools. Eg. Central H.S., Beal.	September
	5.4 Work with Civic Administration to further identify and clarify existing resources that can assist DIAAC in its mandate	Nil	Civic Administration	September
	5.5 Assess partnership benefits with Western in establishing a Community Engagement Learning opportunity between Western students and DIAAC. This to be considered in tandem with objective 5.1	Nil	Ed'n subcommittee & Western - Community Psychology dep't	September