



## **IAPB WORK GROUP – GENDER EQUITY TERMS OF REFERENCE**

### **PURPOSE**

The primary role of the Work Group is to facilitate shared learning and exchange of good practices on and inform/guide IAPB's advocacy efforts on gender equity.

### **ACTIVITIES**

The Work Group will:

- Form and foster partnership and collaboration between INGOs who are active around gender equity;
- Act as a forum for information exchange, learning and debate regarding gender equity;
- Monitor key events and policy processes relevant to gender equity;
- Use the Gender Equity Toolkit as a platform to collate and disseminate knowledge and information and encourage research about gender equity;
- Develop and implement an advocacy/communication plan to influence key stakeholders around gender equity;
- Prepare policy papers, position statements and other external communications around gender equity for the IAPB Board's consideration;
- Share relevant information and analysis with the wider IAPB membership, other IAPB work groups, and the IAPB Board;
- Facilitate stakeholders to build evidence for gender equity in eye health.

### **STRUCTURE**

#### **CHAIR**

The Chair is elected by the Work Group. The minimum term of office is two years after which the position is open to the Work Group members; re-election is possible. The position can be shared with up to two Co-Chairs.

The Chair role includes:

1. Chair the Work Group meetings;
2. Represent the Work Group at internal and external meetings/events;
3. Oversee the work of the Work Group and ensure the work of the group is carried out.

#### **GROUP MEMBERSHIP**

Membership of the group is open to all IAPB members actively engaged in gender equity – see Annex 1 for membership list.

Organisations may have multiple staff participating in the Work Group, however when the Work Group is required to vote on an issue, each organisation will nominate one representative to vote on their behalf.

All Work Group members are expected to actively contribute their expertise and knowledge to ensure the group meets its stated objectives.



## MEETINGS

The Work Group will meet either face-to-face or virtually at least twice a year. Opportunities for face-to-face meetings will be sought around other events that may already see the attendance of the Work Group members.

Decisions at a meeting of the Work Group must be determined by a resolution passed by a majority of votes of those present and voting. The quorum for a meeting shall be not less than 75% of members. The Chair will not have a casting vote.

Responsibility for minute-taking will be on rotation.

## ACCOUNTABILITY

The Work Group will regularly report on its activities to the IAPB Board of Trustees. The Work Group, through its Chair/Co-Chairs, will seek the approval of the IAPB Board for any new position statement it wishes to be formally approved as an IAPB position. The Board will periodically review the activities of the Work Group and make any relevant decision on its focus and continuity.

Date Terms of Reference created: August 2017.

Date for next review: September 2022

## ANNEX 1 - MEMBERSHIP

Name	Title	Organisation
Jennifer Gersbeck (CHAIR)	Executive Director Global Advocacy	The Fred Hollows Foundation
Louisa Syrett (Secretariat)	Global Advocacy Advisor	The Fred Hollows Foundation
Anita Afford	Senior Gender Program Advisor, Programs	The Fred Hollows Foundation
Amanda Davis	Director Strategic Initiatives	The Fred Hollows Foundation
Sumrana Yasmin	Senior Global Technical Lead: Eye Health URE	Sightsavers
Penny Lyons	Executive Director	Seva
Suzanne Gilbert	Senior Director, Innovation & Sight Programs	Seva
Deanne Berman	Marketing and Communications Director	Seva Canada
Nick Kourgialis	Vice President	HKI
Elizabeth Kurian	CEO	Mission for Vision
Elizabeth Kishiki	Childhood Blindness and low-vision coordinator	Kilimanjaro Centre for Community Ophthalmology
Annabelle Sartoris	Programme Coordinator	Light for the World
Jacqui Ramke	Associate Professor of Global Eye Health	ICEH, LSHTM
Fatima Kyari		LSHTM
Maryam Sadat Shamsi	Chief Administrative Officer	Farabi Eye Hospital, Chams Research Chair in Public Health Ophthalmology
Prof Helen Danesh-Meyer	Fellow & Chair of the Women in Ophthalmology Advisory group	RANZCO
Drew Keys	Regional Coordinator	IAPB
Joanna Conlon	Director of Communications and Development	IAPB
Jude Stern	Head of Knowledge Management	IAPB
Rachael Bourke		IAPB
Danielle Gibbie	Director, Institutional Partnerships	Operation Eyesight
Clare Szalay Timbo	Associate Director, Clinical Training	Orbis
Reena Chandra Rajpal	President	Combat Blindness International
Bibiana Ruberte	Gender Equity	Eyes of the World Foundation
Dr Rohit Khanna	Associate Director	L V Prasad Eye Institute
Maria Acre Moreira	Executive Director	VOSH
Eva Lazuka-Nicoulaud	Director – Europe and Africa	Vision Impact Institute
Andrea Kirsten	Global Communication Manager	Vision Impact Institute
Kirstan Gross	Global Executive Director	Vision Impact Institute
Judith Williams	Program Manager - Americas	Vision Impact Institute
Elise Kenter	Programme Manager	Eye Care Foundation