**CAN | Canadian Accessibility Network**

**A National Partnership for Accessibility**

Suite 3500 CTTC, 1125 Colonel By Drive, Ottawa, ON K1S 5B6

(613) 520-2600 x7323 | can@carleton.ca | carleton.ca/read/can

**Call for Volunteer Applications for CAN Domain Area Committee Members**

Applications are invited for each of the five Domain Area Committees (DACs) listed below:

Community Engagement Committee

Education and Training Committee

Employment Committee

Policy Committee

Research, Design and Innovation Committee

Successful applicants will be voting members of the respective DACs. Copies of the DRAFT Terms of Reference (ToRs) for the DACs and both the Governing Council (GC) and Advisory Council (AC) are included with this package.

Inaugural DAC members will be invited to serve for an initial two-year or three-year term effective November 1, 2020. Each member may be reappointed for a second two-year term by the Governing Council.

**Eligible Applicants for the Position of Domain Area Committee Members**

We invite CAN Advisory Council Members, CAN MOU Signing Authorities, as well as members of the broader community whose knowledge, experience and expertise are deemed to be an asset for the respective DAC, to apply to sit on a Domain Area Committee. Members of the DACs will work with their respective Committee Chair and Vice-Chair to enact the business of CAN for each domain. The priorities for each DAC will be determined based on input from the Advisory Council and discussion and approval by the Governing Council. Applicants must meet the criteria below and need not be employees or volunteers of CAN partner organizations to be considered.

**Qualifications Required for Membership on a Domain Area Committee**

CAN is seeking no fewer than 6 and no more than 12 members to join as voting members of each DAC. Members must have the time and expertise to help steward the DAC through its inaugural years and be valued contributors to enacting the business of the DAC as approved by the GC. Ideally, Members will:

* have in-depth knowledge and personal experience of the spectrum of accessibility/disability issues;
* have experience sitting on multi-disciplinary or multi-sectoral bodies;
* have worked in, or are considered experts in any of the five CAN Domain Areas (i.e. research design and innovation, education and training, policy development, employment, or community engagement);
* be natural leaders, conciliators and bridge-builders; and
* be fully committed to the success of CAN.

**Meetings of the Domain Area Committees**

**Each DAC shall meet at least twice a year at the call of the Chair, and in collaboration with the CAN National Office, in person where feasible or virtually. Please see Appendix B for the tentative meeting schedule for the 2020/2021 Operating Year as well as approximate time commitments.**

**The Application Process**

Please email your completed application to the CAN National Office at [can@carleton.ca](mailto:can@carleton.ca). All applicants are asked to submit the following **three** items as their completed application:

1. Completed application form;
2. Current resume OR C.V.; and
3. **ONE** of the following items:

* **Video** – a video of yourself that is no more than 2-3 minutes in length which demonstrates your experience, qualifications, and the value you would bring to the role as a member of the Domain Area Committee of your preference.
* **Audio File** – an audio recording of yourself that is no more than 2-3 minutes in length which demonstrates your experience, qualifications, and the value you would bring to the role as a member of the Domain Area Committee of your preference.
* **Written Summary** – a typed, written summary in no more than 500 words that summarizes your experience, qualifications, and the value you will bring to the role as a member of the Domain Area Committee of your preference.

Application packages will be reviewed by the Chair of the related DAC and designated members of the CAN Application Review Committee. This committee will make recommendations to the Governing Council for its consideration and approval.

**Applications will be accepted until 23:59pm EST  
Sunday, November 1st, 2020.**

**Important Dates to Remember**

October 5 Application period opens

November 1 Deadline to submit applications - by 23:59pm

November 2-6th  CAN National Office and DAC Chairs to review applications

November 9th – 13th Notifications to candidates for eligibility on DACs

November 23-27th First meeting of each DAC (see Appendix B)

We invite you to visit [carleton.ca/read/can](http://carleton.ca/read/can) for more information about CAN and its Domain Area Committees or should you require further information regarding the application process, please contact Julie Caldwell at [can@carleton.ca](mailto:can@carleton.ca) or by phone at 1-613-878-5842.

**APPENDIX A – Overview of Domain Area Committees**

**Research, Design and Innovation Committee:**

Research-driven innovation in accessibility provides solutions to barriers and creates opportunities for full participation through the design of spaces, technologies, products, and transportation. CAN brings together research, design and innovation across disciplines and industries in Canada.

**Potential Activity Areas:**

* Assistive and rehabilitation technologies and devices
* Smart technologies for monitoring and assessment
* AI and accessibility
* Products, services, transportation, and environments
* Design and design methods
* Wellness management and mental health
* Functional impairments, therapeutic, medical solutions
* Social, historical, critical perspectives

**Potential Target**: Multidisciplinary national network of researchers in accessibility

**Education and Training Committee:**

The greatest challenges to accessibility are still the negative attitudes, stigma, lack of understanding and expertise. CAN leverages the resources of its Network partners to develop and coordinate education and training in accessibility, from the perspectives of built environment, health sciences, engineering and design, disability studies, policy and law, teaching and learning, and others.

**Potential Activity Areas:**

* Transition programs and services
* Academic/school accommodations
* Educational assistive/adaptive technology
* Learning strategies and skill development
* Disability and psychosocial support services
* Accessibility/universal design of learning environments
* Professional training and certification in accessibility
* Academic programming in accessibility

**Potential Target**: Repository of educational and training opportunities across Canada representing the full spectrum of knowledge and skills in accessibility.

**Policy Committee:**

Institutions and businesses need expert guidance to embed accessibility in their organizational and policy frameworks. CAN works with governments, public and private sectors provincially and nationally, to assist with development and evaluation of accessibility-related policies and procedures.

**Potential Activity Areas:**

* Policy/standards development and evaluation
* Assessments and audits
* Strategic planning, advising, consultation
* Human rights and advocacy

**Potential Target**: National think tank for ongoing monitoring and advising on the Accessible Canada Act

**Employment Committee:**

Addressing the persistent and significant gap in employment rates between Canadians with and without disabilities is a national priority. There are many employment initiatives at the provincial and federal level that can benefit from collaboration and create more coordinated services through CAN, which in turn will be used to build up a movement to promote employment of persons with disabilities in Canada.

**Potential Activity Areas:**

* Employment skills development
* Accessible hiring, transition and onboarding
* Workplace accommodations/adaptations, and assessment of needs
* Accessibility of workplaces and organizations
* Employer training and awareness
* Business case and disability market

**Potential Target**: Public awareness campaign to promote employment of persons with disabilities in Canada

**Community Engagement Committee:**

Accessibility crosses disciplines and industries as an integral thread to the fabric of our society. CAN bridges the divide between bastions of knowledge and our community by connecting postsecondary institutions with organizations at the municipal, regional, provincial, national, and international level, to serve collectively as a catalyst for societal change.

**Potential Activity Areas:**

* Cross-sector engagement
* Public outreach and campaigning
* Events and conferences
* Community capacity-building
* International collaboration

**Potential Target**: Knowledge mobilization network of community organizations and postsecondary institutions

**APPENDIX B Tentative Meeting Schedule for Domain Area Committees  
for the 20/21 Operating Year**

\*Note all meetings are in Eastern Standard Daylight Time (EST)

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Month** | **Community Engagement** | **Education & Training** | **Employment** | **Policy** | **Research, Design & Innovation** |
| November 2020 | Wed. Nov. 25th  1pm to 4pm EST  Via Zoom | Fri. Nov. 27th  1pm to 4pm EST  Via Zoom | Tues. Nov. 24th  1pm to 4pm EST  Via Zoom | Thurs. Nov. 26th  1pm to 4pm EST  Via Zoom | Mon. Nov. 23rd  12pm to 3pm EST Via Zoom |
| January 2021 | Wed. Jan. 13th  1pm to 3pm EST  Via Zoom | Fri. Jan. 15th  1pm to 3pm  Via Zoom | Fri. Jan. 8th  1pm to 3pm EST  Via Zoom | Tues. Jan. 12th  1pm to 3pm  Via Zoom | Mon. Jan. 11th  3pm to 5pm  Via Zoom |
| March 2021 | Thurs. Mar. 11th  1pm to 3pm EST  Via Zoom | Fri. Mar. 12th  1pm to 3pm  Via Zoom | March 26th  1pm to 3pm EST  Via Zoom | Tues. Mar. 30th  1pm to 3pm  Via Zoom | Wed. Mar. 10th  3pm to 5pm  Via Zoom |
| May 2021 | Thurs. May 6th  1pm to 3pm EST  Via Zoom | Fri. May 7  1pm to 3pm  Via Zoom | May 14th  1pm to 3pm EST  Via Zoom | Tues. May 4th  1pm to 3pm  Via Zoom | Wed. May 12th  3pm to 5pm  Via Zoom |
| July / August 2021 | TBC – as needed | TBC – as needed | TBC – as needed | TBC – as needed | TBC – as needed |

**Domain Area Committee (DAC) Members - Meeting Frequency:**

* **Required -** Quarterly for 2 hrs (8-10 hrs total approximately including preparation)
* **Estimate of Committee Work Time Commitments -** Anticipate additional 3-5 hours per month approximately, outside of required meeting times, to contribute to the work of designated DACs, depending on the agreed upon work plan for operating year, which will be outlined in the respective Committee Work Plan once approved.