

VOLUNTEER OPPORTUNITY:

RCEs/CSAP Joint Accessibility Advisory Committee

Are you looking to make a real difference in your community? The Joint Accessibility Advisory Committee for the Regional Centres for Education (RCEs) and Conseil scolaire acadien provincial (CSAP) is looking for individuals with lived experience and/or individuals with expertise in the area of accessibility.

The Joint Accessibility Advisory Committee will provide advice on identifying, preventing, and removing barriers for students and staff with disabilities, including the development, implementation and review of Accessibility Plans, among other roles as identified by the RCEs/CSAP. More specifically:

- Members will be RCE/CSAP stakeholders, such as staff, students, community partners, and community members.
- The Committee will be comprised of 16 members: 2 CSAP stakeholders, and 2 stakeholders from each RCE.
- In accordance with the Accessibility Act, at least one half of the membership will be persons with disabilities or from an organization that represents persons with disabilities.
 - Disability includes a physical, mental, intellectual, learning, or sensory impairment—including an episodic disability—that, in interaction with a barrier, hinders an individual’s full and effective participation in society.
- Attention will be given to ensuring diversity of first voice, expertise, and lived experience across the membership.
- Members shall be appointed for a term of 2 or 3 years.
- Meetings will be held quarterly at minimum. Most meeting will be held virtually.
- Members will be reimbursed for travel and expenses for in person meetings.

If this opportunity interests you, please submit the application form found on the following page to:

Name: Charlene Garrison

E-mail: administration@nsecsb.ca

Subject line: RCE/CSAP Joint Accessibility Advisory Committee

The deadline for applications is December 3, 2021.

Please note, if you require additional assistance in completing the application form, or require the application in a different form, please contact the Nova Scotia Education Common Services Bureau at 902-491-2888 and we will be happy to assist.

RCE/CSAP Joint Accessibility Advisory Committee Application Form

By completing the form below, I am pleased to express my interest in becoming a member of the RCE/CSAP Joint Accessibility Advisory Committee and agree to allow the *Regional Centre for Education and Conseil scolaire acadien provincial Accessibility Planning Working Group* to review and assess my application for membership and agree to allow the *Nova Scotia Education Common Services Bureau* to accept my application on its behalf.

Applicant Name

Gender

Affiliated Regional Centre for Education or Conseil scolaire acadien provincial

Street Address

Postal Code

Telephone

Email Address

Please provide your response to each of the following questions below:

1. Describe how your lived experience, community involvement, education, work, and/or past committee involvement might be helpful to this committee:
2. Why are you interested in serving on this committee?
3. What contribution do you believe you can make to this committee?
4. What experience do you have in exchanging your views with others and in appreciating and respecting the skills, abilities and knowledge of others?

5. Are you a person with a disability, or do you represent an organization representing people with disabilities?

Yes

No

Note: At least one half of the members of the RCE/CSAP Joint Accessibility Advisory Committee must have a disability or represent an organization that represents people with disabilities. Members with a variety of disabilities will bring diverse perspectives to this committee. We will strive to accommodate all members to ensure they are able to fully participate.

Organization/sector you are representing (if applicable): If you are a person with a disability or represent an organization representing people with disabilities, what disability/disabilities do you or your organization represent?

6. Do you identify with a historically marginalized community other than the disability community? If so, which community(s) do you identify with?

Are you interested in an interview?

Yes

No

The final approval of appointments is given by the Accessibility Planning Working Group. If you would like more information about the approval process or the committee, please contact the Nova Scotia Education Common Services Bureau at administration@nsecsb.ca.

This form should be emailed to administration@nsecsb.ca or faxed to 902-429-7405.

Applicant Signature

Date

RCEs AND CSAP JOINT ACCESSIBILITY ADVISORY COMMITTEE

TERMS OF REFERENCE

MANDATE

Under the Nova Scotia Accessibility Act, the Regional Centres for Education (RCEs) and Conseil scolaire acadien provincial (CSAP) must establish an Accessibility Advisory Committee (ACC) to advise the RCEs and CSAP on accessibility. The RCEs/CSAP AAC will provide advice on identifying, preventing, and removing barriers for students and staff with disabilities, including the development, implementation, and review of Accessibility Plans, among other roles as identified by the RCEs/CSAP.

ROLE

The Accessibility Advisory Committee will:

- 1) Advise on the preparation, implementation, and effectiveness of the RCEs/CSAP joint accessibility plan.
- 2) Advise on the review and updating of the RCEs/CSAP accessibility plan at least every three years, in accordance with the Act.
- 3) Advise on consultation with stakeholders regarding accessibility within the RCEs/CSAP.
- 4) Advise on accessibility barriers in existing and proposed programs, services, policies, and facilities.
- 5) Advise on strategies designed to achieve the objectives of the RCEs/CSAP accessibility plan.
- 6) Receive and review information from RCEs/CSAP staff and senior leadership, and make recommendations, as requested.
- 7) Submit an annual report of its activities.

ACCOUNTABILITY

- The Accessibility Advisory Committee is accountable to the RCE/CSAP Accessibility Planning Working Group.
- An RCE or CSAP staff person will be designated to coordinate and advise the Committee.

MEMBERSHIP

- Members will be selected through an application process developed by the Accessibility Planning Working Group. Applications will be received and coordinated through the Nova Scotia Education Common Services Bureau.
- Members will be RCE/CSAP stakeholders, such as staff, students, community partners, and community members.
- The Committee will be comprised of 16 members: 2 CSAP stakeholders, and 2 stakeholders from each RCE.

- To ensure overlapping terms, each RCE and CSAP will initially have one 2-year term member and one 3-year term member to start, and subsequent 2-year terms for each after that.
- In accordance with the Accessibility Act, at least one half of the membership will be persons with disabilities or from an organization that represents persons with disabilities.
- Attention will be given to ensuring diversity of first voice, expertise, and lived experience across the membership.
- The Accessibility Advisory Committee will appoint a Chair and Vice Chair.

MEETINGS

- Meetings will be held at least quarterly or as needed to fulfill its duties.
- All Committee meetings, materials, and communication will be accessible to members with disabilities.
- Quorum shall be one half of active members plus one.
- Decisions will be made based on consensus, whenever possible. If consensus cannot be achieved, members may choose to put matters to a majority vote.
- The AAC may establish working groups to explore specific issues related to the accessibility plan or other responsibilities. A working group may include members who are not AAC members. The chair of a working group must be a member of the AAC.
- Meeting agendas will be prepared in advance, and meeting summaries will be distributed following each meeting.

COMPENSATION

- Committee members will be reimbursed for travel and expenses for in person meetings.