



TERMS OF REFERENCE

Practitioner Engagement Group

2020

ANROWS

AUSTRALIA'S NATIONAL RESEARCH
ORGANISATION FOR WOMEN'S SAFETY
to Reduce Violence against Women & their Children

ANROWS acknowledgement

Australia's National Research Organisation for Women's Safety Limited (ANROWS) gratefully acknowledges the financial and other support it receives from the Commonwealth Government and all Australian state and territory governments, without which its work would not be possible. Findings and views published by ANROWS cannot be attributed to the Commonwealth Government or any Australian state or territory government.

Acknowledgement of Country

ANROWS acknowledges the Traditional Owners of the land across Australia on which we work and live. We pay our respects to Aboriginal and Torres Strait Islander Elders past, present, and future, and we value Aboriginal and Torres Strait Islander histories, cultures, and knowledge. We are committed to standing and working with Aboriginal and Torres Strait Islander peoples, honouring the truths set out in the Warawarni-gu Guma Statement.

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INTRODUCTION

The Australia's National Research Organisation for Women's Safety (ANROWS) Practitioner Engagement Group (PEG) is a network of practice leaders in the field of violence against women and their children. The PEG facilitates the translation and exchange of research evidence to practice. This is to give effect to ANROWS's goal of ensuring effective dissemination and utilisation of research findings (*ANROWS Strategic Plan*).

The ANROWS PEG will assist in the development of knowledge translation and exchange initiatives, promote the take up of evidence in practice, and support monitoring and evaluation of the impact on practice of ANROWS's knowledge translation and exchange activities within the specialist women's services sector (i.e. domestic and family violence, sexual assault, women's health, women's legal services, Aboriginal and Torres Strait Islander communities, culturally and linguistically diverse communities and women with disabilities) and the broader community services sectors (i.e. mental health, alcohol and other drugs, housing and homelessness).

This document sets out the terms of reference for the PEG.

About ANROWS

ANROWS is a not-for-profit independent national research organisation established in 2013. It is an initiative of Australia's *National Plan to Reduce Violence against Women and their Children 2010-2022*, endorsed by the Council of Australian Governments in February 2011. ANROWS was established by the Commonwealth and all state and territory governments of Australia to produce, disseminate and assist in applying evidence for policy and practice addressing violence against women and their children.

ANROWS's strategic goals are as below.

1. Deliver high quality, innovative and relevant research.
2. Ensure the effective dissemination and application of research findings.
3. Build, maintain and promote collaborative relationships with and between stakeholders.
4. Be an efficient, effective and accountable organisation.

The PEG is one of a number of initiatives ANROWS employs to support strategic goals two and three.

ROLES AND RESPONSIBILITIES

PEG members will:

1. contribute to discussions about the practice implications of research findings, including findings from the ANROWS research program and other research under the National Research Agenda to Reduce Violence against Women and their Children (the National Research Agenda).
2. provide advice toward the development of ANROWS's knowledge translation and exchange activities and products—including Research to Policy and Practice papers, resources and events;
3. contribute to the dissemination and uptake of research related to violence against women and children in their field of practice, through communities of practice or similar;
4. support monitoring and evaluation of the impact on practice of ANROWS's knowledge translation and exchange activities;
5. identify gaps and further opportunities for knowledge translation and exchange in relation to the National Research Agenda.

The PEG does not:

1. have a decision making role with regard to ANROWS's governance or operations;
2. represent ANROWS.

Chair

The ANROWS PEG will be chaired by the CEO, ANROWS, or her representative.

Secretariat

ANROWS will perform secretariat functions for the PEG.

MEMBERSHIP

ANROWS invites, and accepts expressions of interest from, practice decision-makers and influencers from the specialist women's services sector (i.e. domestic and family violence, sexual assault, women's health, women's legal and women's disability services, as well as

services for Aboriginal and Torres Strait Islanders, culturally and linguistically diverse women and women with criminal justice involvement) and the broader community services sectors (i.e. mental health, alcohol and other drugs, housing and homelessness services).

Membership will include at least one member from every state and territory, as well as at least two members working with culturally and linguistically diverse communities and women with disabilities. ANROWS aims to include a minimum of five Aboriginal and/or Torres Strait Islander practice leaders among the PEG membership. Members are encouraged to nominate Aboriginal or Torres Strait Islander people within their organisation. Aboriginal and/or Torres Strait Islander people are also encouraged to apply independently.

Members represent their organisation on the PEG, unless otherwise agreed.

Membership selection criteria

Members of the ANROWS PEG will work with, or have a professional interest in, women and their children who have experienced domestic and family violence and/or sexual assault, as well as have:

1. knowledge and skills in responding to the impacts of trauma and supporting people with complex support needs;
2. an understanding of the issues affecting Aboriginal and Torres Strait Islander people, women with disabilities, women from culturally and linguistically diverse communities and lesbian, bi-sexual, transgender, intersex and queer women;
3. demonstrated ability to provide high level strategic advice relevant to the violence against women sector;
4. the capacity to influence practice and policy in the violence against women sector, including participation in relevant networks; and
5. the capacity to assist in monitoring and evaluating the impact of ANROWS's work on policy and practice.

Duration

PEG membership is for a period of two years. At the end of a biennial term, PEG members will be asked to opt out if they do not wish to continue as members in the following term.

ANROWS will conduct an audit at the end of each term to ensure adequate representation from every state and territory and sector has been achieved.

Delegation

Members may delegate meeting attendance to another representative of their organisation where they are not available to attend a meeting, with prior notification to the PEG Secretariat.

Remuneration

Participation in the PEG is voluntary and membership is not a paid position.

Resignation

If members wish to resign, they must notify the Chair in writing of their intention. Members who are absent for two consecutive meetings without explanation may be deemed to have resigned from ANROWS PEG.

Conduct

Members of the PEG will comply with the relevant provisions of the *ANROWS Staff and Associates Code of Conduct*. ANROWS reserves the right to terminate membership for reasons of poor conduct.

OPERATIONS

Meeting schedule

The PEG will meet four times, per year, via teleconference, with one face-to-face meeting, per year, if possible. ANROWS may also meet bi-laterally with PEG members, particularly peak body representatives, between meetings to progress knowledge translation and exchange initiatives and facilitate the uptake of evidence in particular practice areas.

Meeting procedures

The agenda for each meeting will be developed by the secretariat in consultation with the Chair. PEG members are welcome to suggest items for inclusion on the agenda, which will be included in “other business”.

Brief meeting minutes—including action items—will be taken and distributed by the secretariat. Minutes will be distributed electronically to all members within two weeks of the relevant meeting.

The secretariat will follow up on any matters arising from meetings.

REVIEW

These Terms of Reference will be reviewed, biennially, at the end of each term.

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