



Terms of Reference (ToR)

BACKGROUND

The United Nations (UN) General Assembly proclaimed 2015-2024 as the International Decade for People of African Descent (UNDPAD) citing the need to strengthen national, regional and international cooperation in relation to the full enjoyment of economic, social, cultural, civil and political rights by people of African descent, and their full and equal participation in all aspects of society. The theme for the UNDPAD is, “People of African descent: recognition, justice and development.”

In December 2017, a group of Canadian federal public service (PS) employees formed the Federal Black Employee Caucus (FBEC). These founding members, identifying as Black or from the African diaspora, recognized that Black employees within federal workplaces remain vulnerable to racism, harassment, discrimination and limited career development. Furthermore, previous federal government commitments to Employment Equity (EE) and diversity have produced marginal results. In light of this, FBEC has been established to address issues of concern to Black public servants within the context of federal PS renewal and the UNDPAD.

On January 30, 2018, Prime Minister Trudeau publicly endorsed the UNDPAD and committed to learning more about the issues that affect Black Canadians which included a commitment to improve research and data collection. The announcement acknowledged, for the first time, Black Canadians as a distinct group and the prevalence of anti-Black racism in Canadian society. Subsequently, the federal government has made budget commitments to address issues affecting Black Canadians and pledged to work with community organizations and federal government departments to advance positive change. Following the 2019 federal election, the mandate letter for the Minister of Diversity, Inclusion and Youth, directed the Minister to “work with your colleagues to develop policies that tackle systemic discrimination and unconscious bias in our country, including anti-Black racism.”

WHO WE ARE: OUR VISION, MISSION & CORE VALUES

Vision: To be the national voice and face of Black employees within the federal public service.

Mission: FBEC believes that, as the largest employer in Canada, the federal government should set the example for all Canadian employers by putting in place the processes and policies required to meet the needs of a diverse, inclusive and representative workforce. FBEC strives to support efforts to deliver on the UNDPAD commitments through existing and future equity, diversity, inclusion and GBA+ objectives of the federal government while raising the profile and seeking resolutions for the issues and challenges faced by employees of African descent working in the federal public service.

Core Values: FBEC's values are aligned to the statement of values outlined in the *Values and Ethics Code for the Public Service* including Respect for Democracy, Respect for People, Integrity, Stewardship and Excellence. FBEC also follows these essential values:

- Inclusiveness in the way we embrace all within our African Diaspora family mosaic;
- Integrity in the way we treat others within our African Diaspora family mosaic;

- Teamwork defines how we work together, favouring the realization of our common goals over any personal objectives; and
- Responsiveness is key to how we work with each other and our members.

GOVERNANCE

FBEC does not have a formal board of directors. Instead, action teams have leads that manage the work required for the successful achievement of core initiatives and resulting tasks.

MEMBERSHIP AND ALLIES

- **Members:** All Black, African Canadian and people from the African diaspora who work within the PS.
- **Allies:** Any person who supports the vision of FBEC and has a racial identity other than Black, African Canadian and person from the African diaspora.

CORE ACTIVITIES

- Engage with departmental senior officials, EE and Diversity committees to raise awareness of the UNDPAD as well as challenges faced by Black public servants.
- Work with bargaining agents to support the vision of FBEC.
- Engage with senior officials from central agencies to ensure compliance with EE and Human Rights legislation and policies.
- Encourage Black employees to self-declare through employment equity and the Public Service Employee Survey (PSES).
- Analyze employment equity and the PSES data to ensure accurate interpretation and focus, as well as encourage the use of this data throughout the federal public service.
- Communicate the priorities, activities and progress of FBEC to the Black and wider communities.

ACTION TEAMS

Strategic Planning, Governance and Oversight Team - Set strategic plan/direction of the FBEC. Review, analyze and assess effectiveness of FBEC activities in addressing issues specific to Black employees within the federal PS.

Strategic Engagement Team – Identify key stakeholders. Identify key engagements and initiatives. Ensure the logistical coordination of events, meetings and conference calls.

Communications Team – Set the FBEC’s strategic communications objectives. Develop and review key communications products to ensure consistency of messaging. Support bilingual engagement amongst members of the FBEC and the rest of the federal PS. Promote and raise awareness on self-identification.

Data Team - Encourage government to collect disaggregated EE data on black employees within the federal PS regarding all aspects of employment and career progression, obtain access to, analyze and report on the data, influence the types of data collected as well as develop mechanisms to collect our own data.

Membership Team - Maintain the FBEC member and stakeholder lists, increase membership and francophone capacity within the core group.

Black Women Plus Team - Apply the black women lens on the issues being discussed and analyzed and ensure the issue of intersectionality is front and centre in the development and analysis of data and responses to mental health.

Mental Health Team - Empower Black employees to advocate for themselves through education and emotional support and support initiatives that provide tools and resources specific to black employees through existing Government of Canada mechanisms.

Funding Team - Develop and implement a plan to seek and obtain voluntary financial contributions from community and organizations to offset the costs associated with the implementation of FBEC's core activities.

DELIVERABLES

The primary deliverables of the action teams include:

- **D1.** Develop key documents (i.e. strategic plan, data analysis plan and communications plan, reports, etc.) in support of the mission.
- **D2.** Increase and support our membership through a variety of communications initiatives such as the FBEC website and self-advocacy toolkit.
- **D3.** Work with key stakeholders like the Office of the Chief Human Resource Officer, Statistics Canada and the Public Service Commission to ensure collaboration with FBEC on analysis of the data and resulting action plans including gap identification, options development, key performance indicators development.

FREQUENCY OF MEETINGS

- There will be standing quarterly meetings of the FBEC, and additional meetings as required.

DECISION MAKING/APPROVAL PROCESS

- Recommendations and decisions will be made by attending members following sufficient advance notice of the pending action item.

FBEC supports the International Decade for People of African Descent

