

AISA Wellbeing for All Design Team (WADT)



Terms of Reference

Purpose Statement:

The AISA Wellbeing for All Design Team, or WADT, serves as an advisory body to the AISA Executive Director, the Deputy Executive Director (Professional Learning & Strategic Partnerships), and the AISA Child Protection and Wellbeing Programme Manager in the planning, delivery and evaluation of AISA's Child Protection and Wellbeing programme, Wellbeing for All.

The goal of AISA's Wellbeing for All programme is to promote and develop evidence-informed child protection and wellbeing practices in member schools so that students, staff and families feel safe, supported and able to flourish. CARES is AISA's framework for how we work to support member schools to strengthen their child protection and wellbeing programming.

Composition of the WADT:

The WADT will consist of 5-8 members, appointed by the Executive Director and in agreement with their respective head of school. The membership of the WADT will include a diverse representation of leading child protection and wellbeing leaders in our region who can bring to the team their unique experience, skills, and perspectives. Members of the WADT will represent all parts of the continent, large and small schools, and different curricular models. From time to time, an opportunity to enhance the WADT could be to engage the services of outside consultants who will serve in a voluntary and/or ex-officio capacity.

WADT Membership Profile:

To serve on the WADT, an individual must:

- Be leaders of child protection or wellbeing at her/his school or be able to demonstrate a commitment to and passion for child protection and/or wellbeing.
- Be excellence-focused, passionate about improving the safety and wellbeing of students and staff at their school.
- Be regionally focused and community minded, committed to supporting member schools develop their capacity in the area of child protection and wellbeing.
- Be evidence-informed, demonstrating a commitment to their own professional development in the area of child protection and/or wellbeing.
- Work at an AISA full member school, be endorsed by her/his head of school and supported financially to annually travel to and attend the AISA Conference and the WADT Strategic Planning Meeting that will take place either immediately before or after the conference.

WADT Membership Commitments:

Members of the WADT are expected to:

- Be fully engaged in and informed about the work of the WADT for TWO full academic years.
- Participate in regular team meetings, complete team and individual tasks in a timely manner and offer leadership in negotiated areas of responsibility.
- Secure funding for their travel to and from the WADT annual meeting that is connected to the AISA Conference.
- Maintain confidentiality of commercially sensitive information.
- Work in a spirit of collegiality, active collaboration, mutual respect and critical friendship.

WADT Responsibilities:

Under the guidance of the AISA Child Protection and Wellbeing Programme Manager and the Deputy Executive Director, members of the WADT will support the design and implementation of the Wellbeing for All programme guided by the CARES framework:

Collaboration	<ul style="list-style-type: none"> Actively participate and lead initiatives developed by the WADT Participate in AISA’s Online child protection and/or counsellors Community of Practice.
Advocacy	<ul style="list-style-type: none"> Promote AISA resources, services and learning events to your school community.
Research & Resources	<ul style="list-style-type: none"> Provide expert input into the development of AISA child protection and wellbeing resources (eg. Guidance Notes, Audit Tools, Handbooks, policy templates, etc.). Support AISA research initiatives.
Equip	<ul style="list-style-type: none"> Provide input into the identification of learning priorities for member schools in the area of child protection and wellbeing. Support, where possible, AISA child protection and wellbeing learning events. Propose strategic initiatives and make recommendations regarding child protection and wellbeing.
Sustainability	<ul style="list-style-type: none"> The WADT will explore and advise AISA on ways to ensure that our Wellbeing for All programme and activities are sustainable and scalable.

AISA Support for the WADT:

The WADT can expect that:

- Their work will be respected and valued by the AISA Board, Executive Director, Director of Professional Learning and the Child Protection and Wellbeing Programme Manager
- AISA will fund one night’s hotel accommodation and pay per diem allowances for the annual meeting connected to the AISA Conference.
- AISA will offer free registration to WADT members to attend the AISA Conference and online learning events.
- All member schools will be asked by the Executive Director and the AISA Board to support the learning and subsequent outcomes of the WADT by cooperating in surveys, assessments, etc.
- The AISA Child Protection and Wellbeing Programme Manger will lead and support the WADT in its work.

WADT Work Process:

- The WADT will manage its outputs following the applicable objectives stated in AISA’s strategic plan. It is important that once this plan is devised and agreed, the time frames for each of the outputs are achieved without delay. The team will use a distributed leadership model where group members take responsibility, lead and co-lead various aspects of the group’s work.
- The WADT will report 2 times a year (including any recommendations) to the Executive Director and the AISA Board through the process of consensus managed by the Child Protection and Wellbeing Programme Manager.
- “Consensus” is understood to be a cooperative agreement that all stakeholders will support. This may also be a ‘temporary fixed position’.

CW 10Feb2021