



A partnership between Homelessness NSW, Domestic Violence NSW and Yfoundations

Culturally and Linguistically Diverse - Community of Practice Terms of Reference

Purpose

The purpose of the CALD Community of Practice is to promote good practice in the delivery of services by Specialist Homelessness Services (SHS) to people from culturally and linguistically diverse backgrounds at individual and system levels through:

- discussion, reflection and learning
- sharing information and practice
- networking and collaborating
- building capacity
- joint advocacy
- innovation
- problem solving.

Organisation of meetings

The CALD Community of Practice will meet three times a year. If required, subgroup meetings will be arranged outside of these times at a time convenient to subgroup members.

Session 1: Mapping practice (existing practice, new developments, principles, gaps)

Session 2: Challenges and opportunities (including the evidence base, training, outcomes, good practice guidelines as a minimum and reaching for best we can do)

Session 3: Learning, good practice, problem-solving

Membership

1. To establish the Community of Practice, membership is by nomination and invitation, and drawn from SHSs and other similar organisations in NSW providing services to people from CALD backgrounds. The number of members will be capped at 25. Additional nominations will be considered by the group. At the end of three meetings in the first year, a new call for nominations will be made. Membership currently comprises the following people and services:

Name	Organisation
1. Ahmed Shmela	SydWest Multicultural Services
2. Aldo Batalla	SydWest Multicultural Services
3. Amara Salah	Muslim Women Association
4. Carolyn Burgess	Women's Shelter Armidale
5. Cate Sinclair	The Northern Centre
6. Feda Rifai	Muslim Women Association
7. Jane Brock	Immigrant Women's Speakout
8. Jerome Patiole	Marist 180
9. Karen Uzelac	Evolve Housing for Youth

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10. Kate Lee	Phoenix House Youth Services
11. Laura Vidal	Good Shepherd Australia and New Zealand
12. Nawar Al Dulaimi	SSI Housing Emergency Housing Assistance (EHA) & SRSS
13. Nicole Harvey	Coast Shelter
14. Nicole Stone	Sydney Homeless Services
15. Ravi Emmanuel	SSI Housing Emergency Housing Assistance (EHA) & SRSS
16. Sonya Lawler	Barnardos Auburn Transitional Accommodation Program
17. Veronica Macdonald	Uniting
18. Patricia Gonzales	Metro Assist
19. Helen Raumaewa	Uniting

20. In the interest of building trust between members of the Community of Practice, and consistency in terms of discussion and conclusions, members are requested not to send a proxy in their place if they are unable to attend a meeting.

Community of Practice members commitments

- Attending all scheduled CALD Community of Practice meetings
- Making timely decisions so as to not hold up the project
- Contributing to respectful, open, and honest discussions
- Taking a positive and constructive approach to 'working with difference'
- Discussions taking place under "Chatham House Rules" to ensure privacy and confidentiality
- Sharing general guidance and information with the wider sector.

Operating principles for meetings

- The Community of Practice will elect a member as Chair for subsequent meetings.
- Representatives of the Industry Partnership will provide secretariat support to the Community of Practice, including taking notes, collation and sending out of agendas, arranging venues, catering, and guest speakers, if required.
- Any presentation slides or other information materials from meetings will be shared with members of the Community of Practice prior to the next meeting.
- Decisions made by consensus. If not possible, the Chair makes final decision.
- Members will receive a reminder about meeting dates in advance.
- The decision to cancel/ postpone a meeting will be made between the Chair and the Industry Partnership, and the latter will inform other members of the Community of Practice as soon as possible once the decision is made.

Amendment, modification or variation

This Terms of Reference may be amended, varied or modified in writing after consultation and agreement by CALD Community of Practice members.