



The Irish Association of Non-Governmental  
Development Organisations

## **ToR for Dóchas Safeguarding Task Group 2018-2019**

The Dóchas Safeguarding Task Group has been established for a 12 month period from April 2018 to May 2019. The group is comprised of members who have come together to network, learn and share resources and expertise. They also expect to engage with key stakeholders, namely Irish Aid, the CRA and Tusla to promote dialogue on all elements of safeguarding, including reporting and capacity needs within organisations. While it's acknowledged that an informal HR group exists within the sector, this group will not seek to replicate work already being carried out and will seek to link with this group where possible.

### **1. Membership**

Membership is open to any member of Dóchas who wishes to actively engage in sharing expertise in safeguarding, as well as learning from peers. Requests to join this group from non Dóchas members may be granted on a case by case basis. Membership is based on active participation (see Section 6).

### **2. Areas of Focus**

This task group will have three clear areas of focus over the course of 12 months:

1. Peer to peer learning and resource sharing in all areas of safeguarding including:
  - a. Human Resources
  - b. Organisational Policies
  - c. Training and capacity building
  - d. Legal and reporting requirements
2. Initiation of learning sessions on safeguarding for the sector in Ireland.
3. Promote dialogue with Irish Aid to develop joint proposals on reporting requirements and capacity needs for the sector in Ireland.

### **3. Methodology**

The principal form of contact will be through e-mail. Four to six face to face meetings will be scheduled throughout the year with the option for ad-hoc meetings in response to specific situations.

In case of interest by certain members in specific activities, sub-working groups may be established in areas of shared interest, such sub-working groups will be responsible for establishing their own administrative and communication requirements.

#### **4. Financing**

Dóchas allocates yearly budgets for working groups and tasks groups which can be used for specific initiatives such as holding learning events, developing position papers or enlisting consultancy services. Proposals for the use of these funds should be made to the Dóchas Secretariat.

#### **5. Coordination**

A Chair will be elected from among the group members on an annual basis by a straight majority vote. A quorum of four agencies needs to be present to allow meetings and voting to go ahead. A proxy vote can be submitted to the Chair in advance of the meeting by email. A Deputy Chair will be elected to support and work with the Chair.

#### **6. Commitment**

Active participation is required to be a member of this group. This requires a representative of an agency to be present at 50% of meetings. This group is open to members who hold a safeguarding function within their organisation and recognizes that attendance may change depending on the subject matter being discussed.

#### **7. Link with Dóchas**

Dóchas will where possible provide office space for meetings. The Safeguarding Task Group will ensure that its work compliments the overall priorities and strategic interests of Dóchas.

While one of the objectives of the group is to support the development of safeguarding resources for the entire Dóchas membership, the articulation of any policy is the role of the Chairperson, CEO and the Board of Dóchas. Dóchas will also provide regular updates on the work and priorities of thematic working groups to ensure coherence across task and working groups. Roles and responsibilities vis a vis Dóchas and the members of this group regarding the execution of a workplan will be determined during the course of the year.

#### **8. Review**

This task group will be reviewed in May 2019 to evaluate whether its objectives have been met and whether there is a need to extend the work of this group.

#### **9. List of Members April 2018**

ActionAid  
Christian Aid  
Concern Worldwide  
Goal  
Gorta-SHA  
Irish Consortium on Gender Based Violence  
Misean Cara  
Oxfam  
Plan International Ireland  
SightSavers  
Tearfund Ireland  
Trocaire  
World Vision

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## **10. Officers**

April 2018 – May 2019