



Women in Conservation Leadership Network

Steering Group Terms of Reference

The [‘Women in Conservation Leadership Network’](#) (WICL) was founded in September 2013, and is a sub-group of the Cambridge Conservation Forum (CCF). The network has grown year-on-year, and as of March 2019, has over 500 members. The two main focus areas for the network are institutional change and personal empowerment, both facilitated by learning from good practice.

The WICL steering group is drawn from its membership. It takes a role in developing the network’s strategy as well as coordinating activities, mobilising resources, and organising events and projects.

Role of the steering group

The steering group undertakes the following activities on behalf of the network:

- Reviews and proposes strategy for the development of the CCF WICL network and achievement of its aims;
- Ensures WICL is making progress on both goals – supporting personal/professional development and achieving institutional change;
- Mobilises financial and human resources, partnerships and other support;
- Coordinates activities and keeps an overview of events and requests for involvement;
- Leads organisation of key events and communications with the network;
- Coordinates with the CCF committee on use of CCF logo / branding activities.

How it is organised

- The group is drawn from members of the WICL network and comprises at least three persons;
- Steering group membership is open to people of all genders and members from different career stages are encouraged;
- The group meets quarterly at the David Attenborough Building and alternates between lunchtime and evening meetings;
- One place on the committee is reserved for a current student on the CCI MPhil in Conservation Leadership, should there be interest to participate.

Time commitment and roles available

- Steering group members commit to participate in the quarterly meetings (at least 2 of 4 meetings during the year) and anticipate a time commitment of at least five hours / month;
- Steering group members commit to lead on at least one event or project per year on behalf of the network (to implement together with others);
- Roles available include Chair, Communications lead and Secretary, as well as any other roles that may be established by the steering group. Roles are reviewed and confirmed on an annual basis.

Why join?

- Help to advance the aims of the network by contributing your skills and expertise;

- Find out more about CCF and conservation networks in Cambridge and beyond;
- An opportunity to expand your experience, contribute your ideas and effect real change – working together with a great group of your peers.

How to join the steering group:

Periodic calls for new members will be published through the WICL newsletter and other CCF communications channels on an approximately bi-annual basis.

Between calls, you are welcome to get in touch with the steering group to find out more about WICL and any upcoming opportunities to get involved. Please send an email to women.leadership@cambridgeconservationforum.org.uk with a brief background note and an explanation of your interest in contributing to the network.