Proposed ToR for a Women's Committee in an IDP Camp/Communal Set up;
Date: 12th October 2011

Forward: -

Participation is a key aspect in any displacement situation. Every displaced person has a right to participate in areas that affect/will affect his/her life while living away from home. This means that participation is all inclusive. All girls, boys, women and men living in a camp/communal set up during displacement must participate in shaping their lives. Key to participation is gender mainstreaming, while also considering age and diversity.

This guideline has been developed to provide some general direction in setting up a working women's committee in an IDP set up to ensure the needs of women and that of their families are taken in to consideration at the time of planning, design, implementation and evaluation of support system aimed at providing protection and assistance during displacement. In instances where participatory approach is none existent or weak in a displacement context, the rights of women, children and people with specific needs suffer most. It is therefore important to create community support system (women's committee) that will ensure women's agenda is taken in to consideration.

1. Composition of Women's Committee: -

The committee will consist of Women representatives selected by the community in an election that is free, fair and transparent; and will include representation from all age groups, while also considering skills available and other diversities reflected within the displaced community to ensure inclusiveness. Members of the committee also agree on the form the executive committee will assume and it's representation, eg Chairperson, Organizing secretary, Community Mobilization person, and if members deem right, they could as well consider someone to take care of any financial issues and an additional member. Members of the committee will also select key representatives from within itself to oversee various tasks/sub committees at the community level. The sub committees may include Children Affairs, Youth Affairs, PWD & Vulnerable Persons Affairs, WASH, NFI's/shelter, Food distribution, Community Welfare, Security, SGBV & Protection, Health, Education among others as reflected on needs on the ground.
The following are some Roles and Responsibilities that the Women Committee could perform - (These are proposals that can be adjusted as need be):

- Select the executive committee members of the Women's Committee and ensure it is operational;
- Set up sub-committees and select key Focal Points to lead the sub committees within the Women's Committee;
- Liaise with the Camp Management Agency (CMA) and advise on community related issues that affect women and their families;
- Community mobilization and sensitization on key areas affecting women and the community;
- Advise the (CMA) on mass information campaign strategy and appropriate messaging targeting women and the community;
- Refer Protection and SGBV cases in the camp/Communal set up and make necessary appropriate follow up;
- Advise on women and community needs, fears, expectations and priorities, make a follow up with CMA; and provide feedback to the community;
- Ensures every distribution takes in to consideration needs of women, children and persons with specific needs;
- Actively participate in assessments and M&E exercises carried out in the camp/communal set up and provides recommendations to CMA on community priority needs and preference;
- Participate in other community based set ups such as conflict resolution committees to ensure fair representation of women;

*Drafted by Peres Abeka*

*CCCM/CMC Advisor*