



**CCGHR**  
Canadian Coalition for  
Global Health Research

**CCRSM**  
Coalition canadienne pour la  
recherche en santé mondiale

## **Expressions of interest are invited for the CCGHR Co-Chair of the Capacity-Building Committee**

The CCGHR Capacity-Building Committee (CBC) works actively to develop capacities to support relevant equity-oriented research and its effective use, helping to reduce the “know-do gap.” Since 2015, we have been focusing on catalyst competencies, including mentorship and leadership, knowledge translation, and partnering and networking. The CBC connects virtually monthly to advance ongoing projects and propose new ones.

Expressions of interest are invited to select a **new Co-Chair for the CBC** (see below Terms of Reference). Interested CCGHR members with experience in fostering capacity-building opportunities for global health researchers in Canada or with our partner organizations are welcome to apply.

Some recent areas of interest for the CBC include:

- Engaging our individual members, notably around the annual [Canadian Conference on Global Health](#) and through pilot regional workshops or [Coalition Institutes](#) (in coordination with the CCGHR University Advisory Council).
- Strengthening networks of Canadian global health researchers working within specific countries, promoting [harmonization](#) and collaboration (e.g. Ghana, Tanzania, Zambia).
- Providing guidance on building effective and sustainable [partnerships](#) for global health research and [ethical principles](#).
- Identifying opportunities with and for the Consortium for Advanced Research Training in Africa ([CARTA](#)) and recruiting Canadian mentors and peer reviewers from our member universities to [support its fellows](#).
- Actively collaborating with other partner organizations including the Consortium of Universities for Global Health ([CUGH](#)), African Forum for Research and Education in Health ([AFREhealth](#)) and the Council on Health Research for Development ([COHRED](#)).
- Collaborating with other CCGHR committees and working groups, ensuring ongoing communication and coordination with the Secretariat.

### **To apply**

Please provide a letter outlining your interest and a recent CV, and send as a single PDF file to [ccghr@ccghr.ca](mailto:ccghr@ccghr.ca) by **December 9, 2018**. The review of applications, interviews and recommendations will be the responsibility of the current Co-Chairs and one Secretariat representative.



**Terms of Reference**  
**Co-Chairs of the Capacity-Building Committee**

*Last Updated: November 19, 2018*

**Established:** 2015

**Reports to:** CCGHR National Coordinator

**Objectives:** The CCGHR Capacity-Building Committee (CBC) works actively to develop capacities to support relevant equity-oriented research and its effective use, helping to reduce the “know-do gap.” In 2015 this committee replaced the previous Capacity Development Program as one of three key pillars of our [Strategic Plan 2015-19](#). It has since focused on catalyst competencies, including mentorship and leadership, knowledge translation, and partnering and networking. The CBC connects virtually monthly to advance ongoing projects and propose new ones.

**Term duration:** 2 years renewable once

**Meeting frequency:** Monthly

**Meeting platform:** Uberconference

The following are proposed Terms of Reference (TOR) for the volunteer Co-Chairs for the CBC.

We recognize that, as volunteers, chairs generously donate their time for the benefit of our members. The following TOR are meant to outline the communication and management arrangements that involve the co-chairs, in order to clarify roles, responsibilities and commitments of all concerned.

**Meetings:**

1. The Co-Chairs will hold **monthly virtual meetings**. These meetings will allow for updates, approval of decisions, strategy, and open communication with the Secretariat.
2. The CBC could elect to create working groups to take the lead on specific projects. In such a situation, the CBC should plan to hold quarterly meetings with the full team, at minimum.

**Reporting:**

The funding for CCGHR activities comes from individual membership fees, among other sources. The CBC Co-Chairs should ensure that projects benefit the membership at large and will prepare a report on activities for the CCGHR Annual Report. The committee is required to keep minutes of meetings and make those available to the Secretariat.