

Diversity, Inclusion & Belonging (DIB) Steering Committee

Terms of Reference

MANDATE

The DIB Steering Committee is committed to advancing diversity, inclusion, and belonging across all areas of Ontario Cycling (OC).

The Committee provides advice, guidance, and lived-experience perspective to ensure that inclusion and belonging are embedded throughout the organization's policies, programs, events, and culture.

The DIB Committee supports the implementation of OC's Strategic Plan objectives, particularly Sustainable & Inclusive Culture and Capacity Building through Leadership & Partnerships by:

- Guiding the education and rollout of inclusion tools such as the SafeR Space resource.
- Advising on strategies to improve representation and accessibility.
- Fostering partnerships that strengthen inclusion and reconciliation in Ontario's cycling community.

GUIDING PRINCIPLES

The Committee's operation, discussion, and recommendations will reflect the values of Ontario Cycling:

- **Respect:** We treat every person and perspective with fairness and dignity, fostering a culture where all voices are valued.
- **Collaboration:** We believe success comes through partnerships — with clubs, members, coaches, volunteers, and the broader sport community.
- **Accountability:** We take responsibility for our actions and decisions, ensuring transparency and trust in all we do.
- **Inclusivity:** We welcome everyone into the sport, celebrating diversity and creating safe spaces for all to ride, race, and belong.

Additionally, the Committee embraces the principles of equity, reconciliation, and belonging, acknowledging that inclusive sport systems require both awareness and action.

COMPOSITION

The Committee shall include:

- Chair: OC President & CEO (or delegate)
- 1–2 OC Staff Liaisons (Communications, Membership, or Education)
- Up to 8 community members, representing diverse identities and perspectives from across the OC community, including:
 - Athletes / Riders
 - Coaches
 - Commissaires
 - Club Leaders
 - Volunteers
 - Advocates or representatives from underrepresented groups

2026 KEY DUTIES

The Committee will perform the following key duties:

1. Advisory Role & Strategic Alignment

- Provide recommendations that align with OC’s Strategic Plan priorities, particularly in cultivating an inclusive and sustainable sport culture.
- Advise on the design and implementation of policies, communications, and initiatives that promote diversity, equity, inclusion, and belonging.

2. Education, Awareness & Resources

- Support the education and implementation of the SafeR Space resource across clubs, coaches, and event organizers.
- Identify and advise on professional development opportunities and educational initiatives to improve equity and inclusion literacy across the cycling community.

3. Representation & Access

- Encourage OC and its affiliates to adopt practices that enhance representation and inclusion in leadership, coaching, officiating, and participation.
- Advise on inclusive recruitment and recognition strategies for volunteers and leaders.

4. Community & Partnerships

- Strengthen relationships with organizations advancing inclusion in sport, such as the Inclusion in Canadian Sport Network (ICSN), Indigenous Sport & Wellness Ontario (ISWO), and Canadian Women & Sport.
- Guide the respectful inclusion of land acknowledgments and the development of an Indigenous Engagement Framework.

5. Campaigns & Storytelling

- Collaborate with OC's Communications staff to create inclusive and representative storytelling, campaigns, and visuals that reflect Ontario's cycling community.
- Provide advice on the recognition of national and international observances.

6. Monitoring & Reporting

- Provide advisory input into OC's annual Culture & Belonging Scorecard and inclusion-related KPIs.
- Develop an Annual Advisory Report summarizing progress, insights, and recommendations for the Board and staff.

AUTHORITY

The DIB Committee is an advisory committee to Ontario Cycling, providing recommendations, insights, and guidance on matters related to diversity, inclusion, equity, and belonging.

It does not possess decision-making authority but influences OC's operational planning and policy development through recommendations to the President & CEO and relevant staff leads.

MEETINGS

- The Committee will meet quarterly (minimum four times per year) or as required.
- Meetings will be held virtually unless otherwise scheduled.
- Additional working sessions may be held for project-specific tasks.

RESOURCES

The Committee will be supported by OC staff, who will provide administrative coordination, meeting scheduling, and access to shared files through Basecamp.

REPORTING

- All minutes, recommendations, and reference materials will be posted to the Committee Basecamp.
- Key updates and recommendations will be shared with the President & CEO and relevant OC staff for consideration.

REVIEW & APPROVAL

These Terms of Reference will be reviewed annually by the President & CEO in consultation with the Committee, to ensure continued relevance and alignment with OC's Strategic Plan and organizational culture.