

CCEA and Jurisdictional Representatives Roles and Benefits

From time to time, there has been review and discussion about the roles for jurisdictions and jurisdictional representatives in the Canadian Council on Ecological Areas (CCEA), and the benefits that these parties derive from participating in Council. CCEA cannot be a strong and effective advocate for Canadian and regional interests and needs regarding the protection and use of ecological areas without the involvement of those jurisdictions and their representatives that are mandated to protect and manage these sites. *In effect, strong and effective jurisdictional participation is the fundamental core operating principle of CCEA.* Most recently, the subject came up at the Board meeting of CCEA in October 2002, in Ottawa, where it was felt that it would be useful to review the benefits that accrue to jurisdictions through their participation in CCEA, and to elaborate the functions of jurisdictional representatives in Council. To that end, this note provides a preliminary summary of benefits, roles and responsibilities associated with jurisdictional representation in CCEA.

Jurisdictional Benefits

Jurisdictions and jurisdictional representatives in CCEA benefit in many ways through their participation in Council:

Canadian Forum

CCEA serves as a unique Canadian forum for information exchange and collaboration about ecological, scientific and technical aspects of protecting and managing ecological areas.

Showcase Success

CCEA provides a mechanism for positive exposure and feedback for all jurisdictions regarding programmes and initiatives which they choose to showcase and promote in Canada and beyond.

Solve Problems

CCEA provides a means to hear and to provide information, advice and assistance on a variety of topics and issues that can be helpful to all jurisdictions in their efforts to protect and manage ecological areas.

Common Direction

CCEA provides a forum for consensus-building on strategic directions and common approaches to facilitate the completion and stewardship of a comprehensive Canadian system of protected ecological areas.

Science Base

CCEA is apolitical in its orientation, choosing to focus on scientific and technical needs and issues common to all jurisdictions aspiring to establish, protect and manage ecological areas to the highest standard.

Expertise and Resources

CCEA provides access to expertise, best practices and a variety of resources—which may not be available to individual jurisdictions—that are necessary to protect and manage ecological areas.

Professional Development

CCEA provides opportunities for professional development through a variety of its programmes and activities including participation in meetings, workshops and publications, consultative work and collaborative projects.

Validation

CCEA, as a multi-sectoral Canadian body involving front-line scientific and jurisdictional interests in ecological areas, ecosystem-based management and ecological sustainability, strengthens the credibility of the protected areas movement throughout Canada and beyond.

Public and Private

CCEA provides a bridge that connects public and private sectors involved in protected areas and ecological sustainability.

Canadian Leadership

CCEA provides Canadian leadership in protected areas at regional, national and international levels.

Jurisdictional Roles

In order for CCEA to achieve its goal, and for jurisdictions to reap the most benefit in this effort, jurisdictional representatives assume an active role in the Council's work. The roles and functions of jurisdictional representatives are wide-ranging, with many opportunities to participate in a professional, incremental and progressive fashion:

Attend Meetings

Jurisdictional representatives attend and represent their jurisdiction at the Annual General Meetings, conferences and workshops of CCEA.

Jurisdictional Reports

Jurisdictional representatives compile, submit and present an annual jurisdictional report to CCEA for inclusion in the nation-wide compilation of jurisdictional reports.

Executive Service

Jurisdictional representatives are elected to serve on the Board of CCEA and they may hold officers positions.

Cultivate Contacts

Jurisdictional representatives maintain a list of key individuals and organizations in their jurisdiction who are active in protected areas for inclusion in CCEA's mailing list and for targeted distribution of CCEA products.

Sponsor Meetings

Jurisdictional representatives, with CCEA and other partners, share responsibility for organizing and hosting Annual General Meetings of CCEA on a cyclical basis.

Promote CCEA

Jurisdictional representatives play key roles in promoting CCEA and its activities by distributing and applying CCEA's conservation products through their work on protected areas.

Procure Funding

Jurisdictional representatives play crucial roles in procuring funding and other resources for the operation of Council and the project work of CCEA that advances their interests.

Communications

Jurisdictional representatives submit articles, jurisdictional updates and other material for CCEA's newsletter and posting on CCEA's website.

Committee Work

Jurisdictional representatives participate on CCEA committees and task forces that are established to advance programmes and projects approved by Council.

Business Planning

Jurisdictional representatives play a central role in the business planning and work planning of CCEA by offering input and feedback on strategic directions and priority projects that serve the broadest collective good.

Homeland Duties

Jurisdictional representatives brief home agency personnel and conservation partners about meetings and the various initiatives of CCEA, and they provide regular feedback to Council on issues of interest and concern.

Other Support

Jurisdictional representatives contribute assistance and support for a variety of other technical and administrative work necessary to sustain CCEA and its programmes.

Reap Benefits

Jurisdictional representatives and their home jurisdictions derive benefit from utilizing, applying and sharing conservation products developed through CCEA.

CANADIAN COUNCIL ON ECOLOGICAL AREAS

ADMINISTRATIVE FUNCTIONS, PROGRAMMES, POLICIES AND PROCEDURES

Introduction (CCEA context and purpose of this manual)

Organizational Framework

CCEA Constitution (concise, popular translation of CCEA constitution)

Executive Committee (composition, definition of officers, terms, nomination criteria/process)

Chair (function, duties and roles)

Vice-Chair (function, duties and roles)

Treasurer (function, duties and roles)

Standing Committees (Science, Communications, Stewardship) (composition, terms of reference, roles and responsibilities—subject to change)

Task Forces (function and roles)

Jurisdictional Representatives (benefits, roles and responsibilities)

CCEA Associates (definition—that “membership” thing)

Secretariat (definition, function and roles)

Staffing (Secretariat)

Business Style and Approach

Operating Principles (underpinning ideas)

Conservation Science (central idiom)

Stewardship Perspective (central idiom)

Jurisdictional Focus (central construct)

Resourcing (funding, in-kind support, fundraising)

Contracting (CCEA services, outsourcing, consultancy)

Volunteers (policy, roles, conscription)

Cost-recovery (pricing policy, surcharges, administration, etc.)

Audits (financial engagement, definition, requirements, procedures)

Meetings

Board Meetings (intent, focus, regularity)

Annual General Meetings (characterization, planning guidance, staging, support)

Business Meetings (objective, attendance, subject matter)

Conference Calls (establish schedule)

Workshops (purpose, frequency, staging, support)

Delegations (embassy work, definition, purpose, characterization)

Activities and Programmes

Jurisdictional Reporting (overview, i.e., intro. to latest edition, dissemination)

Newsletter (purpose, scope, input, production, frequency, distribution)

Occasional Papers (purpose, scope, availability, distribution, pricing?)

Conference/Workshop Proceedings (purpose, scope, availability, pricing?)

Website (purpose, scope, input, maintenance)

Other Publications (definition, as required)

Mailing/Contact List (scope, input, maintenance, availability, distribution)

Expertise and Advice (advisory services, what and how available/provided?)

CCAD/NCAD (CCEA role, advisory, input, maintenance, dissemination)

Gold-leaf Awards (definition, criteria, nomination and approval process)

Domestic Work (strategic directions, jurisdictional needs, priorities)

International Collaboration (continental scale, WCMC input, etc.)

Elective Projects (definition, characterization, criteria, approval process)

Research and Monitoring (programmes and activities)

Business/Work Planning (process, input, in-term amendment, approval)

Marketing/Advocacy (messaging, audiences, approaches)

CCEA Files and Archives (file assembly, maintenance, archiving)

Appendices

CCEA Constitution

Board Members (current and past)

Jurisdictional Representatives (current and past)

Associates (definition, key contacts, scientists)

Publications (comprehensive list)

Past Meetings (complete list of AGMs, conferences and workshops)

Gold Leaf Awards (complete list)