Operating Policy – MSU Pride Community Centre (PCC)

# Purpose

## To educate the McMaster community and continually working towards the goal of a campus free from prejudice and discrimination on the basis of sexual orientation and gender identity;

## To serve as a principle participant in assisting the growth and development of the two-spirit, transgender, lesbian, gay, bisexual, queer, intersex, asexual (2STLGBQIA+) community in the Greater Hamilton Area;

## To operate as a safe(r) space and contact point for 2STLGBQIA+ people on campus and provide regular social and educational activities through the McMaster Students Union (MSU).

## **Operating Parameters**

## MSU PCC shall

### Prioritize the experiences and voices of Black, Indigenous, People of Colour (BIPoC) and disabled 2STLGBQIA+ people in all aspects of the service;

### Offer a safe(r) space for 2STLGBQIA+ people to utilize and feel welcome and secure;

#### This space is to be open with hours at the discretion of the Director in consultation with the Executive Board;

#### The space is to be staffed with volunteers of diverse experience within the 2STLGBQIA+ community;

#### At least one BIPoC 2STLGBQIA+ volunteer must be on shift at all times in order for the space to be open.

### Organize structured social events to create a sense of inclusion and community among 2STLGBQIA+ people, including, but not limited to:

#### The implementation of:

##### Mac Pride Week;

##### 2STLGBQIA+ History Week; and

##### Trans Week.

#### Social events will reflect the diversity of the community and house closed events to both BIPoC and disabled 2STLGBQIA+ communities.

### Provide informal support services

#### Support includes, but is not limited to;

##### Discussion groups;

##### Welcome meetings;

##### Individual peer support; and

##### Group peer support.

#### These settings will allow students with experience in various matters to share their knowledge with those who may need it;

### Be involved in eliminating the social injustices and instances of institutionalized discrimination at McMaster University;

### Aim to ensure the safety and equal treatment of 2STLGBQIA+ people on campus and in the community.

# Personnel Structure

## The Director, who shall:

### Oversee all activities of MSU PCC;

### Perform duties outlined in the PCC Director job description;

### Hire a diverse executive team ensuring that the voices and perspectives of BIPoC and disabled 2STLGBQIA+ people are considered and prioritized in hiring.

## The Assistant Director, who shall:

### Assist the director with the oversight of all activities of MSU PCC;

### Perform duties as outlined in the PCC Assistant Director job desscription.

## The Events Coordinator(s), who shall:

### Be responsible for overseeing all 2STLGBQIA+ community events and athletic initiatives facilitated by the MSU PCC;

### Work closely with the Social and Political Advocacy Coordinator(s);

### Be responsible for running a minimum of two closed BIPoC 2STLGBQIA+ events each academic term.

### Be responsible for running a minimum of one closed event for disabled 2STLGBQIA+ people per semester.

### Ensure accessibility is prioritized in the planning of all events; provide information on accessibility and outline potential barriers;

### Provide information on how to request individualized accommodations;

### Perform duties outlined in the PCC Events Coordinator job description.

## The Research & Resources Coordinator, who shall:

### Be responsible for researching and bringing awareness of 2STLGBQIA+ related issues to the PCC executive;

### Be responsible for building and curating the PCC resource library which is intersectional and amplifies the voices of 2STLGBQIA+ BIPoC and disabledpeople;

### Work closely with the Volunteer and Training Coordinator;

### Perform duties outlined in the PCC Research and Resources Coordinator job description;

## The Social & Political Advocacy Coordinator(s), who shall:

### Be responsible for outreach and encouraging dialogue on the intersections of 2STLGBQIA+ identities with other identities on campus;

### Be responsible for running a minimum of one BIPoC 2STLGBQIA+ focused campaign each academic semester;

### Serve as a delegate to all community groups, working groups, and service consultation meetings as necessary;

### Be primarily responsible for the design and implementation of PCC campaigns;

### Perform duties outlined in the PCC Social & Political Advocacy Coordinator job description.

## The Community Facilitation Coordinator, who shall:

### Be responsible for encouraging open dialogue centred around 2STLGBQIA+ issues by overseeing and facilitating community groups;

### Ensure that safe(r) spaces are created for marginalized groups within the 2STLGBQIA+ community;

#### These spaces include the mandatory requirement for the implementation of closed groups dedicated to BIPoC and disabled 2STLGBQIA+ people respectively.

### Schedule after hours community groups and act as a point of contact for all community group facilitators;

### Perform duties outlined in the PCC Community Facilitation Coordinator job description.

## The Training & Development Coordinator, who shall:

### Be responsible for the scheduling of all PCC Volunteer shifts;

### Be responsible for ensuring that BIPoC and disabled 2STLGBQIA+ applicants are prioritized and represented in the volunteer hiring process.

### Be responsible for creating and delivering training for all PCC Volunteers in partnership with the PCC Director;

### Perform duties outlined in the PCC Training & Development Coordinator Job Description.

## The Promotions Coordinator, who shall:

### Be responsible for promoting 2STLGBQIA+ events, initiatives, and appropriate 2STLGBQIA+ causes;

### Communicate with the Research and Resources Coordinator to ensure that all promotions are well-researched to prevent harm done to the communities as a result of:

#### Homophobia;

#### Transphobia;

#### Racism;

#### Ableism; and/or

#### Anti-Semitism.

### Aid the Events Coordinator in planning major events including but not limited to:

#### Mac Pride Week;

#### 2STLGBQIA+ History Week; and

#### Trans Week.

### Perform duties outlined in the PCC Promotions Coordinator job description.

## The Events & Advocacy Committee Volunteer(s), who shall:

### Assist the Events Coordinator and/or the Social and Political Advocacy Coordinators to research, plan and execute events and advocacy initiatives;

### Perform duties outlined in the PCC Events & Advocacy Committee Volunteer job description.

## The Safe(r) Space Volunteer(s), who shall:

### Conduct confidential peer support in the PCC space during shifts, and outside the space upon request of the Volunteer and Training Coordinator;

### Have the option to facilitate one or more identity-specific community groups.

### Aid the Research and Resources Coordinator in monitoring the PCC safe(r) space and resource library in the space;

### Perform duties outlined in the PCC Safe(r) Space Volunteer job description.