

Nutrition Resource Group

Terms of Reference (2010)



NUTRITION
RESOURCE
CENTRE
CENTRE DE
RESSOURCES
EN NUTRITION

Purpose

The Nutrition Resource Group (NRG) is a collaboration that meets for networking and sharing, and supports the Nutrition Resource Centre's (NRC) work by:

- a. sharing information on nutrition programming and current nutrition issues
- b. networking and collaborating on the coordination of nutrition promotion programs in Ontario
- c. considering ways to enhance the capacity of key partners who build capacity in health promotion in Ontario who work towards the prevention of chronic diseases and the promotion of healthy eating

Role

The NRG will:

1. support and complement the effective use of existing and emerging nutrition strategies and resources among provincial organizations
2. link and cross-reference nutrition programs through dissemination, resource development feedback and promotional activities
 - a. by identifying opportunities for coordination and dissemination of programs and resources
 - b. by identifying mechanisms for promotion of key provincial programs, and
 - c. by building a connection to other key partners who build capacity in health promotion
3. serve as a forum for anticipating and discussing relevant provincial and national nutrition issues (i.e. various provincial health strategies, Nutrition Month themes, Food and Drug regulation changes etc)
4. share and discuss opportunities for networking, collaboration and coordination with key partners who build capacity for the prevention of chronic diseases and the promotion of healthy eating.

Membership

Membership of the NRG will be drawn from a number of key provincial organizations, whose work includes the promotion of healthy eating, including the NRC (Ontario Public Health Association), Ontario Ministry of Health Promotion and Sport, provincial health organizations and national NGOs (as appropriate).

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The composition of the NRG will include representatives from:

- Canadian Cancer Society, Ontario Division
- Canadian Diabetes Association
- Cancer Care Ontario
- Dietitians of Canada (Ontario)
- EatRight Ontario
- Family Health Team RD Action Group- Dietitians of Canada (Ontario)
- Community Health Centre Dietitians Action Group- Dietitians of Canada (Ontario)
- Heart and Stroke Foundation of Ontario
- Ministry of Health Promotion and Sport
- Nutrition Resource Centre (all staff)
- Ontario Society of Nutrition Professionals in Public Health
- Ophea (for the Physical Activity Resource Centre (PARC))
- Ontario Collaborative Group

- As required representatives from relevant provincially funded nutrition programs

Members are asked to:

- attend meetings and to contribute to the purpose of the NRG
- bring updates from the organization they represent, and provide that update electronically to the minute-taker

Coordination

- The NRG will be coordinated and chaired by the Nutrition Resource Centre Manager (including setting and distributing the agenda, and ensuring that the minutes and other related reports are distributed)
- Meeting minutes will be recorded by Nutrition Resource Centre's Program Assistant.

Meetings

- The NRG will plan to meet three times per year
- Members of NRG may attend each meeting in person or by teleconference
- Guests may participate on request of the NRG

Annual Review

- NRG members are asked to renew their commitment to participate on an annual basis
- The Terms of Reference of the NRG will be reviewed annually