

Department of Psychiatry Faculty Mentorship Program

UPWURD (Uplifting Women, Underrepresented Genders & Diversity in Academia)

PURPOSE

The UPWURD group mentorship series is intended to support career development and wellness of the group members. Inclusion is about people with diverse identities being valued and welcomed. We welcome faculty from underrepresented or equity-deserving groups that include, but may not be limited to: women, Indigenous peoples (First Nations, Inuit and Métis), persons with disabilities, members of racialized groups and members of 2SLGBTQQIPA+ communities.

This document was prepared in consultation with input from group members who attended the launch session in April and second session in June 2022. As a living document, it will be revisited periodically.

The group has open membership. All meetings will be publicized broadly across the Department.

VALUES

1. We welcome diverse points of view, understanding that faculty members from underrepresented or equity-deserving groups face unique challenges when navigating a career in academic psychiatry.
2. We foster an environment where group members have a collective responsibility of maintaining a safer and inclusive space that allows for the freedom to express themselves openly and raise concerns or objections respectfully.
3. We assume positive intent from others, while being willing to listen and learn when the impact of a comment or action does not match a member's intent.
4. We respect and use inclusive language, as it promotes all group members to feel valued members of the group. Inclusive language aims to avoid exclusion, stereotyping and devaluing or discriminating against others.
5. We engage respectfully when members are sharing or during guest presentations and associated discussions.
6. We maintain confidentiality – within and outside the group. In breakout room engagement, in an effort to support confidentiality and psychological safety, we avoid combining participants with direct supervisors (when both parties attend a session).

ACTIVITIES

1. UPWURD members can expect to be mentored in the areas of career development and wellness through didactic information-sharing, knowledge-sharing, vicarious learning, advocacy for policy change to address identified barriers/ issues, and as well can provide the benefit of added psychosocial support.

2. Group meetings will take place approximately every 2 months during the September-June academic year, Wednesdays at noon. The yearly meeting schedule will be finalized in the summer before the academic year start in September and posted.
3. Group meetings will usually last 1 hour. Certain sessions may be scheduled for 90 minutes (e.g., for guest speaker).

MEETING STRUCTURE

1. Meetings will be held on Zoom and will take on a hybrid structure (didactic portion + discussion portion).
2. Didactic portions will be recorded and made available to members, while discussion portions will never be recorded. We may include password-protected link for videos (if Q&A section).
3. Internal notes will be kept by co-facilitators in order to capture suggestions, recommendations or important information, including that of relevance to planning of future sessions. Action points (broad) will be shared with group members. Depending on the strategic priority of the meeting, minutes may be taken (with an ask to members) to bring forward to appropriate decision-makers.
4. Discussion portions may utilize breakout rooms when attendance is high or for specific sensitive topics to ensure a safer space.

FEEDBACK

1. Any feedback on group process or a concern can be directed to UPWURD group leaders (Pamela Kaduri or Mary Jane Esplen). Group members are encouraged to bring forward in the group sessions any concern around structure of process of the group.
2. Following the reporting of an issue, the plan for review will be developed with the person it was reported to (e.g. facilitators) and based on the specific situation. If a concern is anonymously reported, it will be brought to the group facilitators or the group as a whole to develop a plan. We will do our best to ensure confidentiality for any reports.

REPORTING RELATIONSHIP

The UPWURD group is co-led by Mary Jane Esplen and Pamela Kaduri. The mentorship groups are conducted within Mentorship program, under role of Vice- Chair, Equity and Mentorship, who reports to executive of the Department of Psychiatry.

REVIEW DATES FOR THIS ToR

These Terms of Reference were shared with the group via email in August 2022, prior to the UPWURD meeting on September 28, 2022 where they were discussed as an agenda item. The final version was distributed and posted [on the Department website](#) on November 9, 2022.

The Terms of Reference will be reviewed approximately every 6 months.