

Terms of Reference  
Survivor Reference Group  
Oxfam Independent Commission  
August 2018

**Background:**

Following the scandal of February 2018, an Independent Commission (IC) was established to recommend how Oxfam better addresses sexual misconduct cases, improves its accountability, and changes its culture. While the focus of the group is on Oxfam, it also wishes to contribute to the broader conversation happening at this moment in the aid community.

**Purpose of the Group:**

To ensure the IC remains people and survivor-centred, it is establishing multiple avenues for the aid community and affected populations to provide guidance and experience on solutions to improve accountability and management of different forms of misconduct. This includes how workplace cultures can be improved, both for Oxfam and the broader aid community.

One of these avenues is the Survivor Reference Group, which is coordinated and led by Megan Nobert, the Founder and former Director of Report the Abuse, the first NGO created to address sexual violence in the humanitarian community. A survivor who has also spoken out on her experiences with sexual violence while an aid worker, she will act as a contact point between the IC and the Survivor Reference Group – this will allow for participants in the group to withhold their identities from the IC, if this is their wish, creating the opportunity for better facilitation of trust and honesty in the feedback. The Survivor Reference Group will consist of 8-10 individuals, drawn from diverse backgrounds to provide thoughtful, concrete, and valuable advice that will influence the recommendations created by the IC.

**Focuses of Group:**

- What does a supportive workplace culture look like for prevention and reporting of misconduct? Post-incidents and reporting, what kind of support would best help survivors and bystanders in the immediate aftermath and in the long-term?
- What does good leadership within an organisation on this issue look like?
- What kind of reporting system is effective in terms of a) providing support to people coming forward b) how cases are managed/investigated and how decisions made? (for staff, partners, and community members)
- What kind of accountability mechanisms should NGOs be putting in place within an organisation, to ensure it responds appropriately to cases brought forward by staff, partner and community members?
- What kind of accountability mechanisms should exist outside of the NGO to hold the sector to account for how organisations manage misconduct?

**Nature of participation:**

- Four (4) remote consultation sessions (on weekends)
  - o September, October, December, and February (Exact Dates TBD)
- Opportunity to provide feedback on both interim and final recommendations posed by Oxfam IC
- No remuneration is given for participation in the Survivor Reference Group

**Ideal participant:**

- Survivor, witness, expert, activist, or whistleblower who is passionate about the issues of safeguarding, bullying and harassment, prevention of sexual exploitation and abuse, and sexual violence in humanitarian and development workplaces
- Knowledge of structures, challenges, barriers, and opportunities for addressing these issues
- Willingness to reflect on root causes and systemic changes
- Empathy, compassion, understanding, and flexibility

**Contact Details:**

Megan Nobert: [survivor.reference.group.oxfam@oxfam.org](mailto:survivor.reference.group.oxfam@oxfam.org)

*Note: No members of the Oxfam IC have access to the email address, only the coordinator for the Survivor Reference Group*

For additional information:

Bios of IC members:

<https://oxfam.box.com/s/zs2mershfir0v15ud32ynebecyiq0p55>

TOR of IC: <https://oxfam.box.com/s/d15dbfe6hq2ie740ivyg1ks0tija4vvm>

Website: [www.independentcommission.org](http://www.independentcommission.org)

Application:  
Survivor Reference Group  
Oxfam Independent Commission (IC)

- 1. Are you a survivor, witness, expert, activist, or whistleblower who is passionate about the issues of safeguarding, bullying and harassment, prevention of sexual exploitation and abuse, and sexual violence in humanitarian or development workplaces? Please explain in one paragraph.**
- 2. Is your experience with one of the above from working with an NGO? Please explain in one paragraph.**
- 3. Would you wish to have your identity kept secret from the Oxfam IC? *Note: it is not a requirement that you be willing to share your name; wishing to remain anonymous to the IC will not affect your application or participation.***
- 4. Please explain in detail why you want to be part of the Survivor Reference Group, and what you think you would bring to the group that would be of essential benefit.**

*Please send in Application by 25 August 2018, to Megan Nobert at [survivor.reference.group.oxfamic@gmail.com](mailto:survivor.reference.group.oxfamic@gmail.com).*

*Unfortunately we will likely be unable to accommodate all applicants, but everyone will still have the opportunity to provide a written submission to the Oxfam Independent Commission – anonymously or otherwise.*