



Terms of Reference and CAVAL Webpage Presence

CAVAL Human Resources Group

Purpose and Objectives

The purpose and objectives of this Group are to:

- Exchange information/ideas/issues between CAVAL member organisations and with CAVAL;
- Foster cooperation and collaboration between CAVAL member organisations and with CAVAL in all areas of human resources practice including: human resource management, staff development and training & workplace learning, organisational change and development and related activities; and,
- Enhance organisational capability within CAVAL member organisations.

Membership

Members of the Group will be drawn from CAVAL member libraries and include:

- Human resources managers;
- Staff development managers;
- Organisational change/development managers; and,
- Those with an interest in Human Resources and related areas of practice.

The CAVAL Training Manager will be an ex-officio member of the Group and report regularly to CAVAL on behalf of the Group.

CAVAL Representative

Training Manager.

Chair

Meetings are chaired in rotation by members of the Group.

Meetings

The Group normally meets three times per year. Meetings are held in rotation at CAVAL member libraries and/or at the offices of CAVAL.

Secretariat

A CAVAL Project Officer will act as secretary to the Group.

Working Parties

Working Parties within the Group may be set up to undertake specific tasks as required and with the approval of CAVAL.