



– Request for Knowledge Keepers –

1.0 Assignment Overview

The Canadian Coalition of Women in Engineering, Science, Trades and Technology (CCWESTT; www.cwestt.org) is looking for Knowledge Keepers to support the project team for the CCWESTT **Changing the Narrative: An Advocacy Pathway for Systemic Change in SETT** project.

Applications will be accepted in both English and French. The primary language of the project team is English.

2.0 Background

CCWESTT is a national coalition of organizations and individuals who champion a gender-equitable, diverse, and inclusive Canadian science, engineering, trades and technology sector. We build alliances and partnerships, act as a resource hub, and advocate with a strong, unified voice.

CCWESTT has received funding from Women and Gender Equality Canada to undertake the project *Changing the Narrative: An Advocacy Pathway for Systemic Change in SETT*.

Project Summary:

CCWESTT will scale its successful Gender Inclusion in Science, Engineering, Trades and Technology (SETT) project to help advance women's economic security. Knowledge gained from CCWESTT Systemic Change Events, Resource Hub, and Gap Analysis Report will be scaled to populations both inside and outside the SETT community. Scaling these efforts will create a central resource for the Canadian status of gender equality in SETT. Objectives are designed to inspire the SETT community to advocate for systemic change at the company, organization, and legislative levels. This will be achieved by:

1. Expanding community and connectedness: to host Systemic Change Forums for the SETT community (virtual/in-person).
2. **Reporting the data: create a Gender Equality Report Card on SETT working environments by Federal/Provincial/Territorial jurisdictions.**
3. Changing the narrative: launch a Gender Equality in SETT Advocacy Campaign. CCWESTT partners will use this report card in an advocacy campaign to reach strategic and influential connections in industry, government, and beyond.

This project scaling is designed to change the narrative around workplace culture and, through facts and data, show that gender equality does not exist in SETT workplaces across Canada, opening the way for a national conversation for equitable change.

3.0 Scope

Purpose of the knowledge request

The primary purpose of this request is to gain knowledge of how current structures/policies within Canadian jurisdictions create barriers within SETT working environments from an intersectional lens. The objective is to compare and contrast jurisdictions in order to identify best practices and gaps in public policy. The information gathered will be used for the *Changing the Narrative: An Advocacy Pathway for Systemic Change in SETT* project's second objective:

Reporting the data: create a Gender Equality Report Card on SETT working environments by Federal/Provincial/Territorial jurisdictions.

4.0 Project outcomes:

The knowledge will be communicated through:	
Written report	Each topic will be used for a chapter/section for the project's final report.
Community Presentations	CCWESTT will encourage selected individuals/groups to formally present their findings to CCWESTT and the greater SETT community. If you are unable to present CCWESTT to present your work on your behalf.
The Report Card	Topics to be evaluated by jurisdiction, identifying best practices and gaps across Canada. This information will be used in the CCWESTT report card and will be available as part of a collective advocacy tool.

5.0 Topics for Consideration

CCWESTT is seeking Knowledge Keepers with lived experience in an intersecting identity/identities and policy analysis skills to evaluate current government jurisdictional policies or lack of policies (federally/provincially/territorially) that affect SETT working environments and/or SETT workers.

Intersectional lens of interest to evaluate jurisdictional policies (federal/provincial/territorial)
Structures supporting/affecting Women
Structures supporting/affecting 2SLGBTQIA+
Structures supporting/affecting Indigenous Peoples
Structures supporting/affecting Refugees
Structures supporting/affecting those living with a Disability (visible and/or invisible)
Structures supporting/affecting Racialised People
Structures supporting/affecting Immigrants
Are we missing a traditionally underserved intersection?

6.0 We seek Knowledge Keeps (individuals and/or groups) with a background in:

- Policy analysis and/or research
- Experience in the application of Gender-Based Analysis Plus (GBA+), intersectional approaches
- Strong writing and analysis skills, excellent communication skills - experience in presenting research to a variety of stakeholders
- Ability to work strategically and collaboratively with others

- Ability to work well under pressure with tight deadlines
- Ability to understand and interpret data analysis of large datasets and trends, utilizing econometric and/or other statistical methods
- Asset: Experience in SETT (science, engineering, trades and technology) working environments
- Asset: Experience with multivariate statistical methods, survey research and/or quantitative/qualitative/ research, design and analysis

7.0 Timeline

- The request for Knowledge Keepers will be open until end of day December 2, 2024
- Selection of Knowledge Keepers and the scope of work will be chosen through December 2024, early January 2025
- Project timeline January 15 - June 30th, 2025
- CCWESTT will ask for updates once a month to ensure timelines are on course and within line with the systemic change project objectives
- Final reports will be due on July 15, 2025
- July - September 2025 CCWESTT will work with the Knowledge Keeps to align the topics to the report card format
- Report card launch - Fall 2025, Knowledge Keeps will be invited to formally present their findings to the CCWESTT and SETT communities

8.0 Budget

Please submit a budgetary cost with your tender, including fees and taxes. CCWESTT is open to suggestions on how to maximize the consultancy value, collaborations etc.

9.0 To apply

Please fill out the online form by end of day December 2, 2024

[Request for Knowledge Keepers Form](#)

10.0 Information session and questions

CCWESTT will host an information session on November 6, 2024. To register for this session, please see our link on the CCWESTT website. <https://ccwestt-ccfsimt.org/gender-equality-report-card/>

Please use the following email address for any questions.

research@ccwestt.org