Dear Colleague and WGH Supporter,

Thank you for your interest in establishing a chapter of Women in Global Health. This document and the Chapter Development Toolkit is intended to give you an overview of the WGH chapter development process: Our Vision, Starting a Chapter, and Chapter Responsibilities. You can learn more about our existing chapters at our website.

If chapter development seems right for you after reviewing this document, please let our Chapter Development Team know – membership@womeningh.org - so we can note your interest and let you know if there are any other interested groups in your country.

Sincerely,

Calbeth Alaribe, Chapter Development Coordinator
Shirley Bejarano, Project Associate
Juliet Fleischl, Regional Associate for Asia-Pacific

WGH Chapter Development Team
Women in Global Health
Membership@womeningh.org
@womeningh
Our Vision

Women in Global Health (WGH) is a global movement that brings together all genders and backgrounds to achieve gender equality in global health leadership. We believe that everyone has the right to attain equal levels of participation in leadership and decision-making regardless of gender. WGH creates a platform for discussions and collaborative space for leadership, facilitates specific education and training, garners support and commitment from the global community, and demands change for Gender Transformative Leadership.

Women in Global Health

**Vision:** Gender equality within global health leadership.

**Mission:** To build momentum, create enabling environments and sustain change for gender transformative leadership in global health for sustainable, equitable global health.

**Goals: Aligning with SDGs to be achieved by 2030**

1. **Achieve Gender Parity 50/50 representation in global health** in top leadership positions, roles in governing boards and representation.

2. **Enable gender transformative leadership** in global health, a cultural paradigm shift by having the 100 most influential leaders in global health working toward gender equality.

3. **Create a robust Women in Global Health network** supporting 100 communities throughout the world by 2030.
Interested in Forming a Women in Global Health (WGH) Chapter?

It is wonderful to hear about your interest. We look forward to working with you and your community to spread the Women in Global Health (WGH) movement for greater gender equality in global health leadership. WGH chapters support all of those goals by advocating for gender equity in health leadership in their country, supporting cultural change, supporting communities of practice and enabling women to support each other to drive change.

We have catalysed a global network of national chapters – we aim to enable women from around the world to engage at national and global levels in policy development and leadership, particularly for women that are underrepresented in global health leadership, especially from Lower Middle Income Countries (LMICs). WGH unites women and supporters of gender equality working in different sectors of global health professions, including UN agencies and other multilateral organizations, governments, civil society, foundations, academia, research and professional associations, health worker organizations, and the private sector.

Background

WGH was launched as an informal virtual network in 2015. However, within two years, the founders decided to formalize the movement to provide a firm foundation for a fast growing global movement. In particular, we listened to women all over the world who wanted to form national level chapters linking global advocacy with national experience and establishing a network to share knowledge from South/South and South/North to North/North to strengthen global health.

It is our goal to support the launch of 100 WGH chapters by 2030, giving greater visibility to women in global health and bringing to global level, the perspectives and experiences of those whose voices are underrepresented, particularly women from low-income countries. We know we are stronger and more effective working in solidarity with women in global health committed to our cause. In November 2017, WGH registered as a non-profit in the USA, however, we are a global network and international organization. In 2018, we launched our first national chapters in response to the growing demand from women to bring the conversation on women’s leadership and gender equality in global health locally. WGH was founded by volunteers and remains staffed by a virtually based group of global volunteers, utilizing a partnership model to support our activities and achieving global impact on a very small budget.

In 2018 WGH selected five chapters from three regions for Phase 1, the pilot phase. In this phase, chapter governance, structure, and guidelines were initiated. In Phase 2, we established a chapter development leadership team, developed a model for chapter development and supported greater coherence among chapters. In Phase 3, we will go to scale, while continuing to develop the governance model, support chapter development, community, programming, activities, and strengthen measurement and impact.
We have chapters in: Africa, Germany, Norway, Portugal, Sweden, Somalia, (Washington DC and Mid-West USA). Check out our website for information about the chapters launched in 2018 and early 2019.

**Why create a WGH Chapter?**

Creating a WGH Chapter has many benefits, as you become a member of an established global organization and a growing global networking.

These include:

1. An opportunity, as part of a vibrant global movement, to influence health decision making at national and global levels
2. A platform to connect women in global health in your community and identify opportunities to advance women’s leadership and gender equality
3. An opportunity to bring visibility and recognition to women shaping global health programming, policy and advocacy in your community, especially women leaders from underrepresented groups and Lower Middle Income Countries (LMICs) and emerging leaders
4. The support of like-minded women committed to working for positive change in health
5. New connections across issues and organizations working in global health in your community and globally, in particular, sharing knowledge and what works with chapters
6. Bringing to global health decision-making the ground realities for women in global health from your context and having dialogues on gender, diversity, intersectionality and power relations
7. Advancing gender transformative leadership in global health organizations in your community
8. Contributing with other WGH chapters to building the global WGH movement for collective action to achieve gender equality in global health leadership and therefore, better global health

The Process

To establish a WGH chapter, you must first go through the chapter development process, as outlined in the graphic below. At this time, WGH does not have any central funds to support chapter formation. Once you have completed core group formation, complete the chapter interest survey, you should request a meeting and begin the formal chapter application. Please note that in larger countries certain exceptions can be made, however, there should only be one WGH chapter per country. Chapters are not formed based on interests, language, cultural, or other identity groups at this time.
We encourage you to take the following steps:

1. **Learn more about Women in Global Health and follow our work**
   - Review information about Women in Global Health in our [About Us](#).
   - Read the “Overview: Interested in Forming a WGH Chapter?” - [Toolkit](#).
   - Review our “Women in Global Health Context PowerPoint July 2019” - [Toolkit](#).
   - Read the “Gender Transformative Leadership” article - [Toolkit](#).
   - Read about our First Chapter - [WGH Germany](#).

2. **Initiation: Begin the ground work**
   - Identify like-minded women, men and other genders in your community who are interested in forming a chapter and begin early discussions on your local context.
   - Form your chapter core team.
   - Read the “Chapter Development FAQs” below - [Toolkit](#).
   - Complete the “Chapter Interest Survey”.
   - Fill out the “WGH Chapter Application” form - [Toolkit](#) (by August 31st, 2019).
   - Review the “Memorandum of Understanding (MoU)” [Toolkit](#).
   - Read the “WGH Business and Industry Guidelines” [Toolkit](#).
   - Once you have completed all the above, schedule an appointment with us for support, guidance, and to determine when to sign the MoU at [https://calendly.com/membership-wgh](https://calendly.com/membership-wgh).

3. **Formalization**
   - Schedule another appointment with us to evaluate if your group is ready to sign the MoU and formalize your WGH community into an official chapter at [https://calendly.com/membership-wgh](https://calendly.com/membership-wgh).
   - After signing the MoU, you will have access to additional support, including WGH branding, letter of support, chapters only groups and other opportunities.

4. **Strategic Planning**
   - Use resources to assist in developing your chapter including WGH List templates.
   - “Supplemental Resources for Chapter Development” which includes a needs assessment and stakeholder mapping exercise - [Toolkit](#).

5. **Launch and Formal Activities**
   - Plan an official launch of your chapter.
   - Choose from a broad range of activities.
**Chapter Responsibilities**

1. Offer expertise and time to build and strengthen the movement.
2. Support WGH campaigns at country level.
3. Adhere to WGH regulations, including the Business and Industry Guidelines. WGH chapters must follow WGH global guidance on industries no chapter can take money, resources or partner with. WGH’s reputation rests on each chapter and what WGH global does and vice a versa. This applies specifically in relation to WGH’s collaboration with other global actors.

*WGH will not accept support from organizations that:*

- manufacture or distribute products widely recognized as harmful to public health, and to people, or against public morals – such as tobacco, arms and munitions;
- abuse human rights and women’s rights;
- use systematic and sustained forced or compulsory labour or child labour;
- are involved in corrupt or environmentally damaging practices.

4. Support WGH global in translation of global materials and publications into their national language as appropriate.
5. Create, support and engage a national community of Women in Global Health, which includes hosting quarterly activities, creating and maintaining a national WGH List and one annual in-person event, to which WGH is invited.

6. Collate local interest in WGH into one national chapter. The sub-national structure is to be determined by the chapter, while adhering to WGH values. WGH will interface with only one national chapter, with the exception of disputed territories.

7. Coordinate all fundraising via the WGH Global Secretariat. National fundraising efforts must be shared with the WGH Global Secretariat.

Chapter Development FAQs

Q: How do I start a chapter?
A: Contact WGH membership@womeningh.org with your inquiry. You will then receive the “Overview: Interested in Forming a WGH Chapter” document with further details that will help guide you toward developing a chapter.

Q: What are the different phases in forming a chapter that I need to be aware of?
A: Phases of Chapter Development Process:
✔ Phase I: Initiation and Formalization
  ● Form a Core Group
  ● Complete Chapter Interest Survey
  ● Connect with WGH Global Team
  ● Complete Application Form
  ● Sign MOU

✔ Phase II: Strategic Planning
  ● Conduct Needs Assessment
  ● Determine Goals and Objectives
  ● Create a work plan
  ● Stakeholders Mapping
  ● Mobilize Resources (patrons, sponsors, secretariat)

✔ Phase III: Formal Activities
  ● Launch Event, Thought Leadership Events
  ● WGH List
  ● Publications
  ● Annual National Event
  ● Knowledge Sharing Working Groups, Research and Other Working Group
  ● Networking Activities
  ● Lead, Participate and Support WGH Global Activities
Q: Can I get in contact with other already formed chapters so I can learn from them?
A: Yes, you can and we can assist you with that. We have a specific team, WGH Chapter Development Team that can help and guide you in forming an amazing chapter for your country!

Q: Will I receive starting funds from WGH?
A: Unfortunately, at this time, WGH does not have any central funds to support chapter formation. Make sure to coordinate all fundraising, including in-kind contributions with WGH Global team.

Q: How many members do I need to start a chapter?
A: There is no specific number of members. The core principle in creating a chapter relies on connecting with other interested individuals from a variety of institutions and sectors (for example, academia, multilateral, NGOs, government, the private sector, professional associations, research institutes, private sector etc.) who are passionate about creating gender transformative leadership in your country.

Q: Do I need to report back to WGH global?
A: Yes. Each chapter will be responsible for submitting a bi-annual report that includes chapter updates, chapter progression, initiatives, and events/activities. We also ask you to update our events calendar monthly and keep us updated for features in our social media platforms quarterly.

Q: Can organizations be members of WGH Chapters?
A: No. Members in WGH Chapters are individual representatives and are not representing employers or other organizations.

Q: Are there any restrictions on fundraising for WGH Chapters?
A: WGH Chapters cannot solicit funds, resources, or partner with organizations that are in violation of WGH’s Business and Industry guidelines. All fundraising and mobilizing resources via donations, grants and other revenue streams must be coordinated with WGH.

Specifically, WGH will not accept support or affiliations with organizations that manufacture or distribute products widely recognized as harmful to public health, and to people, or against public morals – such as tobacco, arms and munitions; abuse human rights and women’s rights; abuse animal rights; use systematic and sustained forced or compulsory labour or child labour; and are involved in corrupt or environmentally damaging practices.

Q: Can WGH Chapters have their national secretariats hosted by other organizations?
A: Yes, we encourage this, especially to mobilize resources, establish continuity and create sustainability for your WGH chapter. Host organizations should be included in the MoU process and agree to the values of the WGH global movement.
Other Considerations In the Application

Exceptions are possible, case by case*

Membership, attest to below criteria. Please check those that apply:

- There is no WGH National Chapter in this country
- If there is an existing WGH National Chapter, efforts are being made to unite to make one National Chapter

The chapter will be imbedded in an existing global health organization or has clear support of an existing global health organization (Institution, NGO/organization, or government)

- Fully committed to achieving WGH’s organizational vision, mission, values and goals
- Membership model
- Be able to demonstrate that there is a group committed to establishing a WGH chapter (A minimum of three individuals)
- Include multi-sectoral representation from individuals (Open to all - academia, government, Non-Governmental Organization, Civil Society Organization, and Private sector individuals), but not WHO banned sectors (see above on Business and Industry Guidelines)
- Include members from different career stages (students, young professionals, early career to mid-career, senior and retirees), not be limited to just one group
- Diversity and Inclusion; Non discrimination policy: All genders, including men, should be included in chapter events and/or activities unless this is prohibited by local law. Members should not be excluded on the basis of their socioeconomic status, politics, culture, geography, race, sexuality, gender orientation, religion or disability.
- Recognize that the WGH organizational structure is evolving and that the formal WGH Chapter Governance model will be launched at the end of 2019.

Suggested:

- Able to financially support attendance at one annual global chapters meeting with at least two representatives. Virtual participation will be acceptable where there is financial hardship or another reason why chapters cant attend in person (eg visa restrictions).
- A connection to a WGH Advisor* /Trusted party, including an existing WGH Chapter.
Further Questions? Contact us at:

membership@womeningh.org
info@womeningh.org
http://www.womeningh.org/