

CIFAL York Membership Guidelines

Introduction to CIFAL York

CIFAL York is part of UNITAR's global network, dedicated to advancing the UN Sustainable Development Goals (SDGs) through knowledge sharing, capacity building, and training. Situated at York University, CIFAL York fosters leadership development in key areas such as disaster risk management, health, climate change, equity, and digital innovation. The center brings together academia, civil society, governments, and the private sector to address global challenges collaboratively.

Membership Categories

CIFAL York offers various membership categories to individuals and organizations who align with its mission and vision:

- **Faculty Fellows**
- **Postdoctoral Research Fellows**
- **Community Fellows**
- **Graduate Scholars**
- **Visiting Scholars**

Each category has unique eligibility criteria, responsibilities, and benefits.

General Membership Responsibilities

All members are expected to:

- Actively contribute to CIFAL York's programs and initiatives.
- Engage in knowledge exchange, capacity building, and collaborative research.
- Promote CIFAL York's mission and thematic focus areas.
- Submit a report every two years highlighting contributions and achievements.

Benefits and Opportunities

Membership provides access to:

- A collaborative and diverse network of professionals and academics.
- CIFAL York's events, workshops, and training programs.
- Support for research grants, knowledge dissemination, and policy engagement.
- Networking and collaboration opportunities within the CIFAL Global Network.
- Workspace, administrative support, and travel grants (where applicable).

Membership Categories and Eligibility

Membership is renewable every two years for all categories. Below are the details for each category:

1. Faculty Fellows

- Full-time or adjunct faculty actively engaged in research aligned with CIFAL York's focus areas.
- Responsibilities include:
 - Initiating and participating in seminars.
 - Publishing research relevant to CIFAL York's priorities.
 - Mentoring students and organizing events.
 - Leading projects and serving on committees.
- Membership term: Two years renewable based on the submission of a report detailing activities and contributions.

2. Professional Fellows

- Distinguished professionals, practitioners, or leaders with significant contributions to CIFAL York's mission.
- Responsibilities include:
 - Engaging in collaborative research and knowledge mobilization.
 - Contributing to CIFAL York's programs and initiatives.
- Membership term: Two years, renewable, contingent on a detailed activity report.

3. Postdoctoral Research Fellows

- Researchers conducting or supporting thematic research at CIFAL York.
- Responsibilities include:
 - Supporting faculty-led initiatives and publishing research findings.
 - Mentoring students and participating in seminars and workshops.
 - Contributing to research dissemination efforts.
- Membership term: Two years, renewable based on contributions.

4. Students

- Undergraduate or graduate students conducting research under the supervision of a CIFAL York Faculty Fellow.
- Responsibilities include:
 - Presenting research and participating in CIFAL York's intellectual activities.
 - Engaging in seminars, workshops, and events.
- Membership term: Two years, renewable based on contributions.

5. Visiting Scholars

- External researchers or professionals conducting research aligned with CIFAL York's themes.
- Membership duration varies and is determined on a case-by-case basis.

Application Process

Membership is by invitation or application. Prospective members must submit:

- A completed application form.
- An updated curriculum vitae.
- A short biography and photograph (for the CIFAL York website).

Applications are reviewed by the Membership Committee, which includes members of CIFAL York's Executive Committee. Decisions are communicated within six weeks of application submission.

Biennial Reporting and Renewal

Members are required to submit a report every two years detailing:

- Research activities and publications.
- Participation in CIFAL York programs and events.
- Contributions to knowledge mobilization and capacity building.

At the end of the two-year term, the Membership Committee will review the report. Renewal of membership, if requested, will be adjudicated by the Executive Committee based on the submitted report and the member's contributions to CIFAL York's mission.

To be considered for membership renewal at the end of the two-year term, members are expected to demonstrate active engagement with CIFAL York through one or more of the following:

- Initiating or participating in CIFAL-supported speaker series, workshops, or capacity-building events and/or volunteering to moderate sessions or provide organizational support during events.
- Assisting with founding and fundraising efforts, including making personal donations or helping identify and connect potential donors or granting agencies.
- Maintaining reasonable availability to participate in CIFAL York meetings or strategy sessions (e.g., once or twice annually).
- Supervising or collaborating with student and faculty research or project teams affiliated with CIFAL York.

- Actively supporting the dissemination and promotion of CIFAL York activities within academic, professional, and community circles—including sharing events via social media and relevant networks.

The CIFAL Executive Team will facilitate these renewal-related activities; however, members are expected to maintain a consistent level of initiative and support. Renewal decisions will be made by the Executive Committee, based on the biennial activity report and demonstrated commitment to advancing CIFAL York's mission and programming.

For more information on membership opportunities and applications, please visit yorku.ca/cifal/affiliate-members.