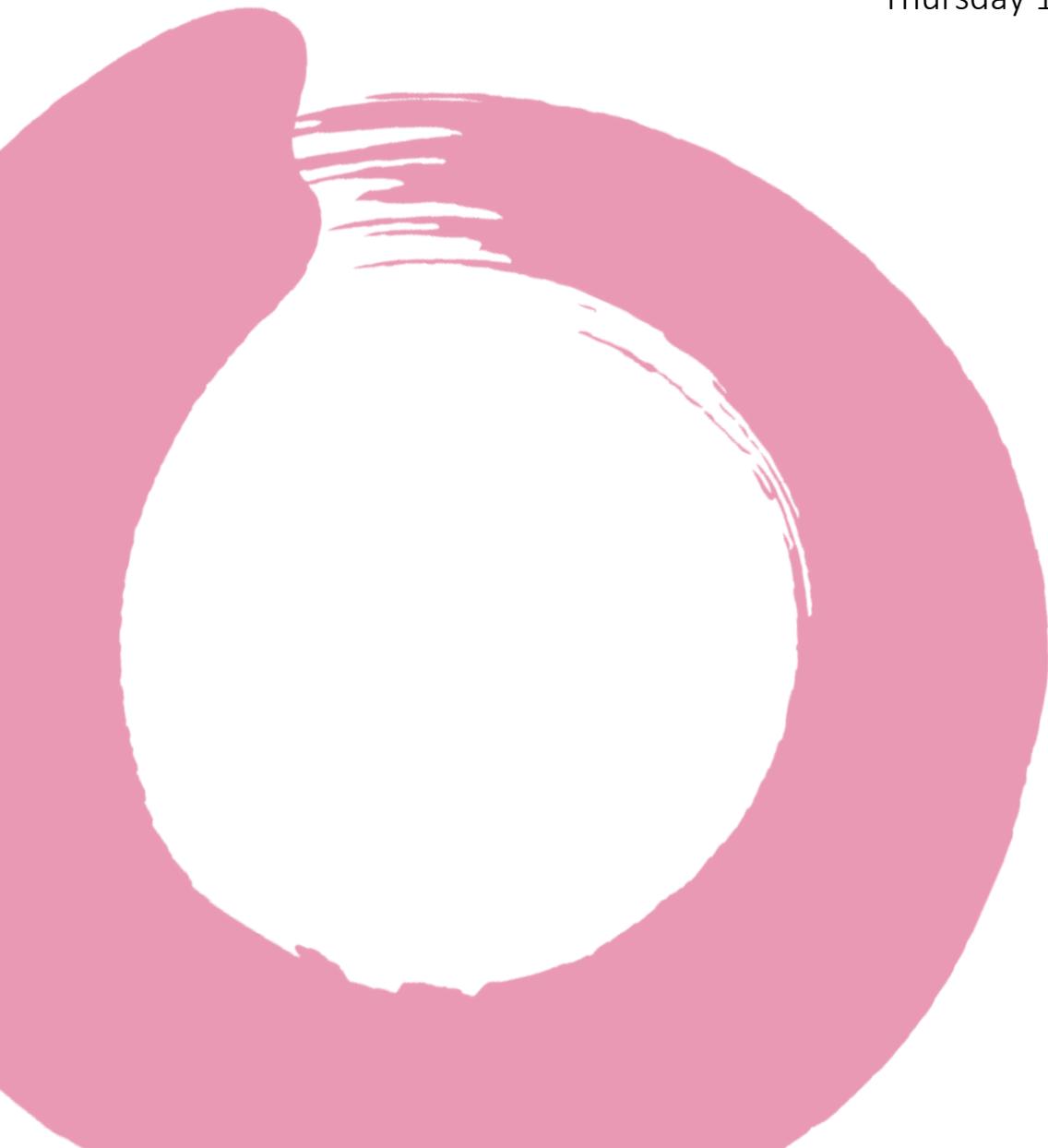


Accountability Policy One Woman Project 2020-2025

Last updated by: Skye O'Halloran, National Co-Director
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1. Accountability Policy

Introduction

Within the One Woman Project, we strive to hold ourselves accountable and responsible for the work we do, and aim to ensure it is high quality, intersectional, accessible and inclusive. This accountability additionally encompasses how we respond to and action the feedback we receive, the transparency we have within the organisation and share with our supporters, and the personal accountability we share for furthering our own feminist journeys and practices.

This Accountability Policy outlines how our mechanisms for accountability and transparency work in practice, in particular:

- Transparency mechanisms put into practice internally and externally as an organisation;
- Feedback loops and accountability practices internally and externally; and
- Measures for supporting personal accountability of the team for furthering their own feminist journeys and practices.

The organisation may make alterations or additions to this policy from time to time. Should this be done, the organisation will update the policy document on the One Woman Project web site.

Policy

Definitions

Within this policy, the following definitions will be used:

Accountability is the obligation of an organisation or individual to account for activities and accept responsibility for failures. These activities and/or failures can include (but are not limited to): actions taken; words said; business activities; products; decision-making; strategy; policies; sourcing; delegation; and culture.

Community accountability reflects the practice of imagining, creating and applying alternative responses to punishment, harm and violence from and within communities, in response to activities and/or failures. Community accountability exists within the context of abolition, decarceration, decolonising accountability systems and structures, and transformative/restorative justice principles.

Transparency Mechanisms – Internally and Externally

The One Woman Project team is committed to:

- Making publicly available our reports and policies, including (but not limited to): Equity Audits; organisational policies and procedures; Annual Reports and Financial Reports;

- Ensuring all team members are inducted with a complete copy of the organisational policies and procedures; and
- Providing word document and PDF versions of all organisational policies and reports upon request from any member of the broader community.

Accountability Practices

The One Woman Project team is committed to internally:

- Seeking personal feedback from our peers and supervisors, in order to engage in continuous learning and improvement;
- Implementing the personal feedback received from peers and supervisors where constructive and actionable feedback is provided;
- Being honest with regards to the achievements and results achieved, but also the mistakes made and failures incurred within our work with the broader team;
- Providing several significant opportunities for feedback to the organisation, including (but not limited to):
 - Quarterly discussion-based feedback sessions;
 - An online, anonymous suggestions and questions box;
 - An Annual General Meeting;
 - Mid-year and end of year training;
 - Two *Six-Monthly Volunteer Reviews*; and
 - Fortnightly team meetings.
- Providing internally available responses to and action plans leading on from feedback received by team members;
- Affirming our values and beliefs that resist abuse and oppression, and encourage safety, support and accountability;
- Developing sustainable strategies to address team members' challenging behaviours (contained within our organisational ***Grievance Policy***), creating a process for them to account for their actions and transform their behaviour;
- Supporting the ongoing development of all members of the community, and the community itself, to transform the political conditions that reinforce oppression and violence, in favour of transformative justice and accountability; and
- Providing safety and support to community members who are targeted that respects their self-determination.

The One Woman Project team is committed to externally:

- Affirming our values and beliefs that resist abuse and oppression, and encourage safety, support and accountability;
- Being honest with regards to the achievements and results achieved, but also the mistakes made and failures incurred within our work with the broader community;
- Supporting the ongoing development of all members of the community, and the community itself, to transform the political conditions that reinforce oppression and violence, in favour of transformative justice and accountability;
- Providing safety and support to community members who are targeted that respects their self-determination;

- Providing several significant opportunities for feedback to the organisation, including (but not limited to):
 - A regularly monitored email account (info@onewomanproject.org);
 - Surveys (online and offline) available following all online and offline events;
 - Social media accounts on Facebook and Instagram (providing the opportunity for comments, direct messages, and shares);
 - Contact forms available on the website and blog; and
 - Annual Equity Audits and Financial Audits completed by external auditors.
- Providing public acknowledgment and recognition of feedback received, including detailed information of the feedback; and
- Providing publicly available responses to and action plans leading on from feedback received by the broader community.

Personal Accountability

Within the One Woman Project team itself, the organisation encourages team members to develop measures for supporting personal accountability for furthering their own feminist journeys and practices. The recommended method for developing personal accountability is the *SIMPLE* acronym:

S	=	set clear expectations
I	=	invite commitment
M	=	measure progress
P	=	provide feedback
L	=	link to consequences (or outcomes)
E	=	evaluate effectiveness

Personal accountability for furthering feminist journeys and practices is incorporated within the *Six-Monthly Volunteer Review* process of the organisation, where personal and professional goals are recorded and reflected upon bi-annually.