

Terms of Reference

People, Development and Experience Committee

Approved by the Workforce Development Council on October 5, 2025

MANDATE

The People, Experience and Development Committee reports to the Transportation Association of Canada's (TAC) Workforce Development Council. The Committee receives direction from the Council including through the Council's strategic framework, and is also guided by the interests and concerns of its members. It collaborates closely with the Council and its committees, and as needed with other TAC councils and committees.

The Committee is a centre of expertise within TAC and a national forum for information exchange and problem solving related to professional development for employees of TAC member organizations. Its broad goals include:

- Encouraging continuing education for technical and non-technical skills
- Enhancing knowledge management practices in organizations
- Improving mentoring and career advancement opportunities
- Building awareness of and engagement in TAC by young professionals
- Developing strategies for forecasting workforce needs and addressing skill gaps
- Exploring innovative approaches to employee recruitment and retention
- Monitoring trends in labor availability, mobility, and compensation
- Advancing diversity, equity, and inclusion across TAC member organizations
- Supporting employee health, wellness, and satisfaction.

OBJECTIVES

The Committee's objectives include:

- To share knowledge among Committee members and maintain an understanding of emerging and critical issues
- To share knowledge with TAC members and promote best practices by developing TAC technical publications, planning and conducting TAC conference technical sessions, and recommending technical topics for TAC learning events
- To build knowledge by conducting or initiating technical projects that lead to new data, research, analysis, syntheses of practice, tools or guidelines for the benefit of TAC members
- To monitor and enhance the relevance and currency of TAC's catalogue of publications

- To support the professional development of Committee members by offering leadership opportunities in technical or administrative roles

OTHER

Annex A includes additional terms of reference that are shared by most TAC committees.