# Bipolar Disorders Staff Network

# Terms of Reference

University of Leeds

21/22

## Purpose

The Bipolar Disorder Staff Network has been set up by staff, for staff who are affected by one of the bipolar disorders. This may include [BP1, BP2 and cyclothymia](https://www.mind.org.uk/information-support/types-of-mental-health-problems/bipolar-disorder/about-bipolar-disorder/).

* We provide a safe open space from which to support and learn from one another.
* We will work together to access expert guidance from sources both internal and external to the university.
* We will collaborate to make sure bipolar disorder is visible and that barriers and stigmas are overcome through advocacy, education and networking within a supportive group environment.

To make sure our work has strategic alignment we work closely with the Health and Wellbeing project.

## Terms

This network, which is intended for University of Leeds staff\*members with a bipolar disorder\* (including bipolar disorder types I and II and cyclothymia) AND colleagues with loved ones affected by bipolar disorder, will:

* Provide mutual support for University of Leeds staff members with a bipolar disorder.
* Raise awareness about bipolar disorders amongst the wider University of Leeds community.
* Where appropriate, engage in advocacy on behalf of people with bipolar disorders with the university authorities.
* Feed into equality and inclusion procedures at School, Faculty, and University level.
* Recognise intersectionality and encourage collaboration with other groups as appropriate.

\*Please note:

* we welcome members of our PGR community and those who are undertaking honorary unpaid positions.
* individuals do not need a formal diagnosis to join this network; we are inclusive to all and are fully aware there are many barriers to diagnosis. You may have close connections with colleagues and family members.

## Committee Membership

The self-selecting committee comprises of:

* Roohi Lupton (she/her) - Chair
* Rhona Riley - Secretary
* Simon Hewitt - Events planner
* Jennifer Bowes - Communications

Committee email address: [staffbipolar@leeds.ac.uk](mailto:staffbipolar@leeds.ac.uk)

## Data Protection

* We promise to keep your data secure only to be accesses by the committee members as listed above in accordance with the University Data Protection Policy and current legislation.
* We will store your full name, contact details and the date you joined the network in order to keep you informed of group activities and updated with relevant university initiatives.
* We will not store any further personal details that may be discussed over time.
* We will not share your details with anyone outside of the network.
* We encourage individuals to share with other Network members as they feel appropriate with the expectation that all members agree to respect confidentiality.

## Meetings and review

* There will be a mix of formal meetings and informal socials
* We will invite members to review the terms of reference and activity of the group periodically
* We will review committee membership at the end of each academic year