

WNF Microbiome Education Working Group Terms of Reference

As of April 2026

Rationale

As a professional international association, the WNF is engaged in a diverse range of activities; however, all activities have an overarching goal to enhance and promote the global naturopathic profession and to support internal professional development.

WNF Working Groups are formed to support specific WNF projects that advance the global naturopathic profession and/or add to the professional development of its members. The Microbiome Education working group will provide resources that help to position the global naturopathic profession as experts in microbiome and ways to address the microbiome / terrain issues as it relates to health.

Membership

- Number of members: minimum three (3) and maximum eleven (11) members
- At least three (3) world regions represented
- At least one (1) and a maximum of three (3) members from the WNF Executive (one to be WG Lead).
- At least one (1) research representative to assist in maintaining the quality of the information.
- At least three (3) and a maximum of nine (9) representatives from WNF member organizations and/or that are subject matter experts on the microbiome.
- The WNF Chief Executive Officer.
- Any conflicts of interest must be declared, and those individuals may be asked to leave the working group.

Period of Office

Appointed members shall normally serve on the Working Group for the duration of the project. A WNF Working Group project may span months or a few years.

Quorum

The Microbiome Education working group is considered to be at quorum based on attendance of three members, including two subject matter experts and the WG Lead.

Goals

The Microbiome Education WG shall be directly responsible to the WNF Executive and will have the following functions:

- To provide education modules for the naturopathic community and other health professionals on the microbiome.



- To support the dissemination of the work of the Microbiome Education WG.
- To ensure sound fiscal management for any aspects of the project that are directly funded and to provide written monthly updates to the CEO for all funded aspects of the Microbiome Education WG.
- To provide regular updates to the WNF Executive.

Meeting Schedule

The Microbiome Education WG shall meet four (4) times a year. Additional meetings may be scheduled on a needs basis to enable the Working Group to discharge its duties.

Meeting Procedures

For the purpose of this Working Group, “meeting” shall include a meeting conducted face-to-face, by telephone (teleconference) or by audio visual means. The minutes of the meeting will be recorded and shared with the members within a week of the meeting. Observers may attend meetings based on the approval of the WG lead.

Review and Reference

Terms of Reference and the functioning of the Microbiome Education Working Group will be subject to review at least every year by the Board to ensure that it is operating effectively, fulfilling its functions and reviewed for continuing relevance. Each year the Microbiome Education WG will undertake a self-evaluation of performance. Areas requiring further attention in the following year will be highlighted to the Board.