

Nominations Committee Recruitment and Vacancy Procedure

Any member wishing to step down from a committee must please report so, to the Chair of their respective committee. This Chair will then report the vacancy to the Chair of Nominations. The status of your committee (full, number of vacancies, new Chair needed, additional members required) should be reported to the Nominations Chair yearly, no later than 30 days prior to AGM. Any vacancies that occur outside of AGM should be reported immediately, so that recruitment can begin in a timely manner.

The Nominations Committee will recruit to fill committee vacancies. This will be done through various avenues including contacting members whom have indicated a willingness to volunteer on their renewal form, publishing in Momentum and/or sending out an e-blast looking for interest, and through word-of-mouth.

Any member interested in applying for a committee should express their interest to the Chair of Nominations. It is asked that any committee chair, Council member, staff member, etc. that receives a correspondence from an individual interested in joining a committee, pass this information on to the Nominations Chair as well.

The Nominations Chair will contact the interested applicants and answer any questions that they may have to the best of his/her ability. Any committee specific questions that the Nominations Chair cannot answer, will be directed on to the Chair of the respective committee to address.

If the applicant(s) remain interested after speaking with these Chairs, the Nominations Chair will then take the names of these applicants forward to Council to vote on which applicant is best suited to fill the vacancy.

Council strives for committees to have a mix of new and experienced therapists, individuals from both public and private practices, urban and rural locations, and many different areas of expertise (neuro, ortho, cardio-resp. etc.). We will take these factors into consideration when determining which applicant would best suit the needs of the committee in question. It is the responsibility of the committee chair to identify to Council what qualities they are looking for in an incumbent.

As committee terms expire at AGM, committee vacancies are usually filled and voted on at the post-AGM meeting. It is the responsibility of the committee chair to notify the individual once they have been appointed to their respective committee. If committee positions come open outside of AGM, a vote to appoint a new member may take place at the next Council meeting following the successful recruitment of this new member, or an e-vote may be made. These votes would be initiated by the Nominations Chair.