



Council Nominations Form 2019

CALL FOR NOMINATIONS

DEADLINE FOR NOMINATIONS: April 1, 2019

Working as a team, councillors determine the vision for the regulation of occupational therapists in Alberta. Councillors bring unique expertise and perspectives to the process of probing the challenges facing the profession and translating the needs of the public into College goals for competent and ethical occupational therapy services. The Council uses a system of governance that delegates the achievement of these goals to the Registrar.

The College is seeking diversity in its Council and is looking for representation from both rural and urban populations, varying geographic locations and different models of health care delivery.

If you or someone you know would like to contribute through an elected position on the Council, please submit a nomination now.

Role of the Alberta College of Occupational Therapists:

The College's mandate as a self-governing body is to regulate the practice of the profession in the public interest and to facilitate competent, and ethical occupational therapy services.

The College:

- establishes, maintains and enforces standards for registration and for continuing competence and standards of practice
- establishes, maintains and enforces a code of ethics
- responds to complaints from the public regarding occupational therapy services
- performs duties and functions by the exercise of the powers conferred under the Health Professions Act (HPA)

Positions Available

The Alberta College of Occupational Therapists is **seeking 1 occupational therapists** to join the 8-member Council (6 elected occupational therapists, 2 public members). Interested members are invited to submit this [nomination form](#) to the College by **April 1, 2019**.

Eligibility

All regulated members in good standing are eligible for nomination.

Council Terms of Office

Councillors are elected for a term of 3 years. The Council meets 4 times per year in face-to-face meetings, typically on a weekend for one or both days. Additional teleconference meetings are scheduled as required. Councillors spend an estimated 70 hours per year on Council work.

Role and Responsibility of a Councillor

Council serves as the governing body of the College and fulfills specific roles and responsibilities set out in the *Health Professions Act* (the Act). Orientation sessions will introduce new Councillors to the governance model and to Council's roles and responsibilities under the Act.

Councillors have no individual authority. Collectively, they are responsible for:

- **Decision-Making and Leadership:** affirming the College's Mission, Vision and Ends
- **Accountability:** developing and monitoring Council policies, fulfilling the Council's role as set out in the Act, reporting to Government and registrants.

Qualification and Pre-requisites

- Commitment to participate in Council-designed activities designed to connect the Council with the public and regulated members in order to understand their values and perspectives.
- Ability to see “the big picture” and actively participate in strategic planning and establishing the long-term vision of the College.
- Willingness and commitment to participate in group discussions and share opinions.
- Collaborate and contribute to the decision-making process during Council meetings.
- Ability to be inclusive and participatory during deliberations.
- Effective written and oral communication skills
- Commitment to occupational therapy as a profession
- Good organizational skills and basic computer literacy.
- Willingness to participate in furthering Board Governance education and professional development.

Benefits of Becoming a Councillor Include:

- expanding knowledge of professional and regulatory issues
- building leadership skills
- expanding network of occupational therapy colleagues in different practice areas
- having the opportunity to influence the direction of the profession
- taking part in educational sessions designed specifically for councillors

Nomination Process

Nominations must be endorsed by at least 3 voting members and must include the signed consent of the person nominated. Completed nomination forms and supporting documents must be returned to the Council Nominations Committee by closing April 1, 2019. Nominations received after the deadline will not be considered or accepted.

Each nomination must be endorsed by three registered members, together with the nominated individual's written consent to act if elected.

1. Nominee Information

Nominee (print name) _____

Telephone _____ Email _____

2. Nominators' Statement

We, the undersigned ACOT members, nominate the above person for the ACOT Council.

(1) signature _____ print name _____ permit # _____

(2) signature _____ print name _____ permit # _____

(3) signature _____ print name _____ permit # _____

3. Acceptance of Nomination

I accept my nomination and am willing to serve on the ACOT Council. I agree to carry out the powers and duties of the Council under the Health Professions Act, the Occupational Therapists Profession Regulation, and the Bylaws of the Alberta College of Occupational Therapists.

Signature: _____ Date: _____

4. Questions

Nominees are required to provide written responses to the following questions. Please be concise with your responses. Responses must not exceed 75 words for each question. If an election is required, responses to these questions will be posted on the online voting ballot for voter information.

The Alberta College of Occupational Therapists recognizes that it is entrusted to act in the public interest. In doing so, Council considers not only the views of members, but also the views of the

public. Council as a whole must seek to understand and bring those views into their decisions at the Council table. Given this please answer the question below. It should be noted that your response to the questions will be printed for consideration by membership:

1. What is your understanding of the fundamental differences between a regulatory college and a professional association?
2. What is your understanding of the role of a Council member?
3. Point to specific examples in your life experience where you have demonstrated leadership.

Council's job is to govern the College by making clear the outcomes it expects the College to produce. It uses a system of governance that clearly delegates achievement of those outcomes to the Registrar. The Registrar is then authorized to choose the most appropriate means to achieve them, within boundaries set by the Council. This frees Council to provide strategic leadership by looking ahead to the future, rather than concerning itself with the details of day-to-day operations. With this in mind

4. What has been your experience in determining what future-based outcomes should be for an organization?
5. What are the strengths you would bring to that process?

Council members are expected to deliberate openly and candidly, seeking to understand diverse viewpoints. When a decision has been made by majority rule, Council members are expected to respect this decision and speak with one voice. With that in mind:

6. What has been your experience in deliberating in a diverse group?
7. If others were to describe how you operate in groups, what would they say?

6. Statement of Experience and Bio

Attach a statement of professional experience (a summary of work experience or a copy of curriculum vitae) along with a short biography.

Please return the following documents:

- The signed Councillor Nomination Form (email a scanned copy).
- The nominee's written responses to the questions. Please be concise with your responses (email as an attached Word document).

- Short biographical profile (email as an attached Word document).
- Please confirm the submitted information is complete by marking the checklist above.
- Please return the above documents to: **Kerstin Hurd** , Chair, Nominations Committee, at E: kerstin.hurd@acot.ca, or contact the College at E: info@acot.ca, T: 780.436.8381 or 1.800.561.5429 (toll free in Alberta).

Responses to the questions and biographical information will be posted on the online voting ballot for regulated members' information.

Forms, responses to questions and biographical information must be received by the Nomination Committee at the College's office by closing on April 1, 2019.

A nomination form will not be considered complete until all documentation is submitted.

Nominations received after the deadline will not be considered or accepted.

Need more info?

For more on Council initiatives or the role of councillors, contact Kerstin Hurd , Chair, Nominations Committee, at E: kerstin.hurd@acot.ca, or contact the College at E: info@acot.ca, T: 780.436.8381 or 1.800.561.5429 (toll free in Alberta).