
 <p>Registered Nurses Association of the Northwest Territories and Nunavut</p> <p>Page: 1 of 2</p>	<p>Administration General Policy</p> <p>Policy Description: Guidelines for Filling Committee Vacancies</p> <p>Policy Number: AG5</p>
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<p>Effective Date: September 18, 2019</p> <p>Signature:</p>  <p>Review Date: September 2022</p>	<p>New Policy _____</p> <p>Revision: Partial <u> X </u> Complete _____</p>
<p>Applies To: RNANT/NU members, RNANT/NU employees, and the general public of the Northwest Territories and Nunavut.</p>	
<p>Purpose: To provide guidelines to fill committee vacancies with a fair and equitable process.</p>	

Policy:

These guidelines outline the suggested process for (1) RNANT/NU will communicate committee vacancies to its members and the public, (2) how interested individuals can respond to RNANT/NU, and (3) the appointment of committee representatives.

- (1) Committee vacancies will be communicated to members of the Association and general public in one or more of the following ways:
 - (a) the Association newsletter;
 - (b) the Association website;
 - (c) the local newspapers in the NT and NU;
 - (d) a mass email to Association members; and/or
 - (e) informal discussions/calls between the Executive Director, Director of Regulatory Services and Policy, or Director of Professional Conduct and Association members and Board members.

- (2) Individuals may show interest in serving as committee members by:
 - (a) the nomination process;
 - (b) submitting a letter of interest and brief resume;
 - (c) completing the Participation Questionnaire distributed to members on an annual basis.

- (3) With the exception of Standing Committees outlined in the RNANT/NU bylaws and/or policies and National Committee representatives outlined in Policy AG4: Appointments – National Committees, Committee representatives will be appointed by the Board of Directors.

Conditions and Exceptions:

None

Authority and Accountability:



This policy is issued under the authority of the RNANT/NU Board of Directors and as governed by the Northwest Territories Nursing Profession Act (2003) and the Nunavut Nursing Act (1998). The Board of Directors has the authority to revise this policy as required.

The Executive Director is accountable to the Board of Directors, and ultimately to the membership, for the implementation of this policy and may delegate any related administrative tasks.

History:

This policy replaces policy AG5: Guidelines for Filling Committee Vacancies issued in 2001.