



## CACCN NATIONAL BOARD OF DIRECTORS

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CACCN

CACCN is seeking **nominations** for the following positions on the National Board of Directors for a two year term commencing **April 1, 2020** to **March 31, 2022**:

1. **Director - Central Region - Two (2) positions available** (Manitoba, Ontario)
2. **Director - Western Region - One (1) position available** (British Columbia, Alberta, Saskatchewan, the Territories)
3. **Director - At Large from any Region - One (1) position available** (any province/territory in Canada)

### Who May Stand for Election?

1. A [current/active member](#) of CACCN, possessing a valid registered nursing license who is no less than 18 years of age, is currently working in critical care with a willingness to serve on the Board of Directors.

### Who may NOT stand for election?

1. Associate Affiliates (not currently working in critical care)
2. Student Affiliates

### Who May Nominate for Election?

1. A [current/active](#) member may nominate any duly qualified current/active member for election to the Board of Directors:
2. The nomination form must be signed by a nominator.
3. Nominators may nominate **one** candidate only.
4. The candidate must sign the nomination form providing consent for the nomination.

### How are Directors elected?

1. Directors are elected by the membership of the Association
2. Voting shall be by secret ballot using electronic voting.

### How do I submit my nomination?

1. Complete the online application and *submit the following information where requested*: signed Nomination form, curriculum vitae (CV) or resume, current photo (high resolution .jpg format, no smaller than 2" x 2")

### Deadline for submission?

1. **July 5, 2019 @ 2359 hrs EST**
2. Incomplete applications, applications received after the deadline date/time and those received in a manner other than the **online submission** form will not be accepted

### Questions?

Should you have any questions, please contact Christine Halfkenny-Zellas, COO at [cacn@cacn.ca](mailto:cacn@cacn.ca) or telephone at 866-477-9077.



## **CACCN NATIONAL BOARD OF DIRECTORS** **INFORMATION REQUIRED FOR THE ONLINE APPLICATION**

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Nominations are accepted via the online application process. The following information will be requested when submitting your nomination:

- Personal Information:
  - Name
  - Address
  - Credentials
  - Email address
- CACCN Information:
  - CACCN Membership #
  - Current employment position
  - Current employer name and address
- Nomination Submission for:
  - Central Region (Manitoba/Ontario members ONLY)
  - Director at Large (Members from any region – Central, Eastern, Western)
- Board Expectation Commitment:
  - Support the Mission/Vision of the Canadian Association of Critical Care Nurses;
  - Support the Strategic Plan and Direction of the Association;
  - Promote the Association in a favourable way;
  - Work collaboratively with other Board and Association Members;
  - Review / respond to email/forum communications in a timely manner (at min. once per week);
  - Prepare for/attend two (2) face to face Board meetings (March – 3 days/September – 2 days plus Chapter Connections – 1 day and the Dynamics conference – 3 days);
  - Attend four (4) to five (5) teleconferences annually;
  - Work on board initiatives; and
  - Chair a National Board Committee.
- Information on why you are seeking a Board Position
- CACCN Involvement (current/past)
- Volunteer Experience (outside of CACCN)
- Skills and Competencies
- Interests based on Board activities (example: membership recruitment/retention, bookkeeping, etc)
- Personal Statement
- Meet the Candidate Meeting – willingness to participate
- Nominator name, address, telephone number
- Reference: BOD member / Chapter Executive Member
- Nomination Form (see below - form must include original signature of nominator and nominee)
- Curriculum Vitae or Resume
- Photo (high resolution, .jpg format)
- Any additional comments or details you wish to provide