



CACCN NATIONAL BOARD OF DIRECTORS

CACCN

CACCN is seeking **nominations** for the following positions on the National Board of Directors for a two year term commencing **April 1, 2018** to **March 31, 2020**:

1. **Director - Central Region - Two (2) positions available** (Manitoba / Ontario)
2. **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, 2017 @ 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 or telephone at 866-477-9077.



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

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



CACCN NATIONAL BOARD OF DIRECTORS
NOMINATION FORM April 2018 to March 2020

Nominee: Active/current member of CACCN, possessing a valid registered nursing licence 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.

Nominator: Active/current member of CACCN who nominates a CACCN member who meets the nominee description. Nominators may only nominate ONE nominee per election.

This form must be included in the Online Application Process.

I, _____,
Name of Nominator (please print)

an active/current member of the
Canadian Association of Critical Care Nurses

NOMINATE

Name of Nominee

FOR election to the National Board of Directors for the term April 2018 – March 2020 for

the Central Region OR the Director at Large (any region).

Signature of Nominator

Date

I, _____, an active/current member of the

Canadian Association of Critical Care Nurses, CONSENT to let my name stand for election to the National Board of Directors for the term April 2018 – March 2020 for the Central Region OR the Director at Large (any region).

Signature of Nominee

Date

Electronic Signatures Accepted (must be a replica of the actual signature)

**** Student/Associate Affiliates are not eligible to hold office at the National level.**