



Term

The directors of CDHA shall serve in their elected capacity for the term of three (3) years. No individual representative may serve on the Board of Directors of CDHA for more than two (2) consecutive terms, with the exception of those serving as officers of the CDHA. Due to the current vacancy in this role, it would commence in an interim capacity immediately upon election and would be officially voted on at the AGM in October 2019.

Role & Responsibilities

The CDHA Board serves as the governing body of the Association and fulfills specific roles and responsibilities set out in CDHA By-laws and governance policies. The Board uses the Policy Governance® model. Orientation sessions are provided to introduce new Board Directors to the governance model and their role.

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

- Acting as the informed voice and agent of the members of the profession through meaningful ownership dialogue.
- Policy-Making and Leadership: affirming the CDHA Mission, ensuring a dynamic planning process that translates the CDHA Mission into specific Ends (desired results) with emphasis on the future.
- Accountability: assuring governance and operational performance of the association.
- Representation: acting as stewards of the profession, carrying the Owner's trust.

Commitment for this volunteer position

The Directors are required to attend all Board meetings, inclusive of all Board workshops and educational presentations. These are normally held over two days in February in Ottawa and over 4 days in October at various locations throughout Canada. Attendance is also required at the CDHA's professional conference or other such national events held throughout the country. A Summer meeting is held by teleconference and other teleconferences are held when necessary. There is an obligation to have read the materials and come prepared for the meetings. Time commitment varies throughout the term depending on reading materials, subcommittee work and other Board-related responsibilities. A rough estimate of time commitment outside of board meetings would be an average of two-four hours per month.

All meetings are held in English.

Qualifications and Prerequisites

- A registered dental hygienist
- A current member in good standing of CDHA and MDHA
- Resides in Manitoba
- 18 years of age or older
- Must not be incapable or so declared by a court in Canada or elsewhere, or have the status of bankrupt
- Support for CDHA's mission and commitment to the dental hygiene profession
- Willingness and commitment to serve on the CDHA Board within the guidelines of the Policy Governance Model and policies developed within that model
- Ability to see "the big picture"
- Integrity and good judgement
- Knowledge of dental hygiene issues
- Commitment to act honestly and in good faith in the best interest of the organization
- Ability and willingness to participate assertively in deliberation, while listening to all perspectives, without bias
- Commitment to linking with the owner members
- Ability to come to the Board with the best interest of the Association foremost
- Effective interpersonal and communication skills
- Interest in and capacity to discuss the values underlying the actions taken in the organization
- Willingness and commitment to participate in group discussions and share opinions, but once a Board decision is made, prepared to honour it even if he or she did not vote for it.
- Willingness to commit time and energy to be prepared for Board work
- Willingness to delegate the operational detail to the CEO
- Good organizational skills and basic computer literacy.
- Willingness to live within whatever rules the Board sets for itself.
- Willingness to leave office or retire graciously when in the best interest of the Association
- Must not be currently employed by any dental hygiene organization.
- Ability to work in English

Benefits

- Involvement in advancing the dental hygiene profession
- Participation in various learning opportunities
- Understanding the governance process
- Communication with colleagues on many levels across Canada
- A nominal honorarium for attending Board meetings
- Expenses paid for travel, meals, and accommodation for Board meetings

Nominations Process

If you are interested in standing for election for this Director's position, please submit the following:

- i. a current curriculum vitae

- ii. a 250-word election platform citing your **vision** for the future of the dental hygiene profession, **experience** in a dental hygiene organization, and **qualities** that would identify why you are a suitable candidate for this position.
- iii. A letter of support from the MDHA.
- iv. Nominations must be endorsed by at least three voting members of CDHA.

Nominations and supporting documents must be received at the CDHA office by **March 15, 2019**. They may be mailed or emailed:

Canadian Dental Hygienists Association
1122 Wellington St. W.
Ottawa, ON, K1Y 2Y7
delliott@cdha.ca

If more than one application is received, then each candidate's election platform and ballots will be e-mailed to all qualified voters in Manitoba.

Still have questions?

Contact: Leanne Huvenaars,
Nominations Committee Chairperson
leanne.huvenaars@gmail.com