

Community Health Nurses of Canada (CHNC) Nominating Committee is seeking experienced, committed, skilled individuals, who are passionate about community health nursing, as nominees for the CHNC Board of Directors to lead CHNC into the future. The Call for Nominations is for the following Director positions for two-year terms of office beginning at the *Annual General Meeting 2025:* ***June 17, 2025***

**Executive Position**

* President Elect
* Finance

**Provincial and Territorial Representatives**

* British
* Prince Edward Island
* Ontario

**The Nominating Committee is seeking candidates with a variety of skills and experiences including but not limited to:**

* Leadership in community health nursing (formal and informal)
* Understanding of and interest in advancing current issues in community health nursing
* Ability to work collaboratively with colleagues across Canada
* Ability to commit time and to serve on the CHNC Board and at least one CHNC Standing Committee
* Specific areas of experience considered an asset include organizational governance, financial planning, communications, membership recruitment & policy development

For a more complete list of responsibilities related to specific positions, please see below.

**Nomination Requirements**

Nominations for Director must be in writing and signed by the nominee indicating consent to be a candidate and must include 2 nominators who are CHNC members in good standing. Any CHNC member in good standing shall be eligible to be nominated for the office of Director. The nomination form must be accompanied by a brief description of the candidate’s skills and experience (maximum 1 page) and signatures of the nominee and nominators. The brief description of candidate’s skills and experience may be published in communications to members. For more information on the role expectations and nomination process please seethe[**CHNC Policy Manual**](https://www.chnc.ca/en/membership/documents?category=51) **.**

Nomination papers must be received by the Executive Director, addressed to the Nominating Committee, on or before midnight EST, **May 12, 2025** Nominations must be received by the CHNC Executive Director by email at, [administration@chnc.ca](mailto:administration@chnc.ca)

Please note - nominations received after **May 12, 2025, at 11:59pm** Eastern shall not be considered.

**President Elect**

**●**Carry out the governance role of President in the absence of, or as delegated by, the President

●Provide counsel & advice to the President

●Conduct corporation activities as negotiated with the President

●Carry out the planning role of President in the absence of or as delegated by the President

●Conduct regular environmental scans & share observations, insights, opinions & recommendations with the board &/or executive committee to further the corporation’s objectives

●Attend and participate in Board & Executive meetings

●Serve on at least one Standing Committee

●Chair the Nominations Committee & receive nominations for positions on the Board

**Treasurer**

**●**Ensure that all financial statements are explained to the Board in a manner in which they can understand and respond to questions in order to be able to conduct the business of the organization

●Advise the Board on matters of finance

●Advise the Board on fundraising

●Ensure that appropriate financial policies & procedures are in place & fully documented

●Participate on the Executive Committee to support the President in leadership of the organization

**Provincial/Territorial Directors**

Provincial/Territorial Directors are the official liaison between the Corporation and their Nursing Association Provincial/ Territorial Community Health Nursing Group or community health nurses in their jurisdiction. They will act as ambassadors for Corporation, be in regular communication with community health nurses in their jurisdiction, inform the Board of Directors of trends and issues in their jurisdiction and prepare an annual, typed report to be presented at the Annual Meeting.