



COLLEGE & ASSOCIATION OF
Acupuncturists
OF ALBERTA

August 16, 2017

RE: Volunteer Opportunities as CAAA Committee Members

Dear Registered Acupuncturists:

I am pleased to advise you that CAAA is now accepting applications to serve as committee members. Currently, there are five committees you may consider to apply for: Registration and Program Review Committee (RPRC), Conduct and Competency Committee (CCC), Examination Committee (EC), Budget, Finance and Audit Committee (BFAC), and Member Services Committee (MSC).

Terms of reference define the purpose, membership requirements, duties and responsibilities of each committee. They are available on the CAAA website (www.acupuncturealberta.ca) under Home section, for your reference.

GENERAL REQUIREMENTS

As you can see from the Terms of Reference, each committee has very important responsibilities. In order to get the work done in a timely manner, it would be ideal that committee members meet the following requirements.

- Have a passion and vision for the profession, and be able to face challenges;
- Have functional research skills to collect relevant information;
- Have strong communication skills and be able to work constructively with others;
- Be able to commit time and energy to the activities of the committee; and
- Leadership skills to be an asset.

COMPENSATION

In accordance with Article 6.19 of the CAAA Bylaws, committee members are eligible to receive remuneration and reimbursement for their services on the CAAA business as per the CAAA approved Travel, Expense and Honorarium Policy.

HOW TO APPLY

If you are interested, please complete the Volunteer Application Form and return it with your current resume by mail to College and Association of Acupuncturists of Alberta at #201, 9612 – 51 Ave. NW, Edmonton, AB, T6E 5A6, or by email to registrar@acupuncturealberta.ca. Deadline for application is Friday, September 15, 2017.

CLOSING STATEMENT

I would like to take this opportunity to thank all former volunteers for their much valued contribution, and thank all applicants for their interest. All applications will be reviewed and presented to the CAAA council for decision. However, only individuals selected will be contacted. New members must successfully pass a six-month tryout period before they are officially appointed by the Council.