



Appointment to the Council Policy

1. Introduction

The College of Acupuncturists of Alberta (the College) is governed by the Council, which sets the strategic direction of the College in the achievement of its vision, mission, and mandate, and oversees the operation through the Executive Director/Registrar.

The Council consists of eight members, including the Chair. Four members are appointed by the Council from interested regulated members and four members are appointed by the Government of Alberta.

The Council's role is to foster, govern, and direct the College in its effort to achieve its mandate as defined in the *Health Professions Act (Act)*, the College bylaws and policies to fulfill its short- and long-term obligations to the Minister of Health, the Government of Alberta, the public, the regulated members, and the stakeholders whom the College serves. As a result, appointing Council members that collectively provide broad and relevant experience is both a good governance practice and is critical to the success of the College.

2. Purpose

The purpose of this policy is to establish the key criteria that govern the recruitment and appointment of members to the Council.

3. Definitions

None

4. Policy

- 4.1 The Council will establish a competency matrix that sets out the key competencies (personal characteristics, skills, knowledge, and expertise) desirable in a Council member. This matrix will reflect professional skills and expertise for existing Council members and will be utilized in all recruitment efforts.
- 4.2 The following criteria will be considered in the recruitment and appointment of Council members:
 - 4.2.1 **Competency:** selection is based on the competency matrix.
 - 4.2.2 **Transparency:** the recruitment and appointment process is clear, publicly advertised, and communicated to stakeholders.
 - 4.2.3 **Consistency:** applicable recruitment and appointment criteria are consistently applied to the recruitment of independent candidates and candidates nominated by municipalities and associations.



- 4.2.4 **Diversity:** the Council will strive to ensure that its membership is representative and reflective of Alberta’s unique diversity.
- 4.3 The Council, through the Executive Director/Registrar, will, prior to requesting nominations, provide regulated members with a copy of the current competency matrix.
- 4.4 The Chair of the Governance and Nomination Committee, with support from the Executive Director/Registrar, oversees the activities for recruitment and reappointment to the Council.

5. Authority

This policy is established under the authority of Section 5(1) of the Act and Article 4.1 of the College bylaws.

6. Scope

This policy applies to all Council members and regulated members of the College.

7. Related Policies and Procedures

- G.1.01 Appointment to the Council and Committee Procedure (TBD)
- G.1.03 Professional Development for Council Members Procedure (TBD)
- G.1.04 College Honoraria and Expense Policy

8. Version History

Date	Notes
August 13, 2022	New policy

VERSION 1

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