

APNS Nominations & Election Committee

Terms of Reference

Composition

This Committee is bound by the APNS Constitution in that Electoral Officers are named at the AGM and serve a 1-year term. The Committee of 5-6 is comprised of a combination of the following (where one individual may fill one or more categories):

- A rural or regional psychologist
- An early career psychologist
- A private practice psychologist
- A public sector psychologist
- A student representative
- A diverse population psychologist
- CE Committee Chair or representative (representing regional and Interest groups)
- The HR Management Member-at-Large (ex officio representing the Executive Committee)

Every effort will be made to fill each of the categories.

One of the committee members is designated Chair and one as Secretary

General committee mandate

To identify and recommend nominations for the Executive and annual APNS awards, as well as identify volunteers for other committees.

General committee duties

- Manage the APNS nominations process for the Executive Committee (January through April) by issuing a Call for Nominations. Review nominations to ensure nominees meet guidelines and make a recommendation to the Executive. If more than 1 nominee for each position is received, provide oversight to staff for the election process.
- Manage the awards process (January through April) by issuing a Call for Nominations for APNS Awards. Review to ensure nominees meet guidelines and make a recommendation to the Executive. An award will be given only if the nomination is appropriate for the stated criteria.
- Manage the call for volunteers' process for APNS committees (when required) through personal contacts, suggestions from staff or committees and a general Call for Volunteers. Requests for volunteers would come from the Strategic Management Team (SMT), or directly from staff. The call may be for one or more positions, and would include a brief description of the duties and set term of commitment and benefits as determined by the SMT. Review submissions as they come in and forward all submissions to the SMT.
- Provide basic information to the various nominees as is determined by the HR Member-at-Large and staff.
- Final decision on all of the above nominations or submissions will be made by the Executive committee; all calls and notifications will be made by staff.
- Report to SMT or Executive as appropriate and provide one report annually for the AGM.