

# CMC-Ontario Council & Chapter Roles



Dear CMC–Ontario Member:

We are looking for volunteers to fill various positions in CMC–Ontario. There are several openings for Director at Large on the governing body, Ontario Council, and on its various sub–committees and Chapters. See details below.

These positions will officially start following the Ontario AGM in April. However, some roles can begin their transition and orientation prior, so please contact us if you are interested at your earliest availability. To learn more, please send an email indicating your area of interest.

## 1. VOLUNTEER POSITIONS

**Positions on various provincial sub–committees and Chapter committees for three regions: GTA, Eastern Ontario and South Western Ontario.**

The Chapters add value at the local level, the various sub–committees are involved in many activities, such as; organizing professional development and events, informing prospects about the Institute and the CMC designation, assisting with social media, conducting outreach to the private sector and government, liaison with students and academic programs, and arranging mentorship. [Learn more](#)

## 2. GOVERNING ROLE (VOLUNTEER)

**Director–at–Large, Ontario Council**

Responsible with other Directors/Councillors for oversight of the organization, the CMC designation regulatory process, and planning and execution to fulfill specific goals that align with the strategy.

**Term:** The position is for a 2–year term starting April 2023 until the Spring of 2025.

**What you will bring:** To ensure the Council has a reasonable balance of diversity and fresh perspectives, we are particularly interested in hearing from those with business development, public speaking, marketing, and influencing skills.

### **Responsibilities:**

- Attend an orientation meeting to become familiar with the Institute’s mission, goals, programs and services, and the responsibilities of the Council and individual Directors.
- Attend monthly Council meetings; be informed and prepared in advance of all meetings; contribute knowledgeably to the discussion and decisions of the Council.
- Attend meetings and participate where appropriate as a member on at least one Committee.
- Be informed about Institute policies, programs and services, and the needs of the Institute members.
- Represent the Institute at internal and external events.
- Be an advocate of the Institute’s work and mission within the Councillor’s own network and circle of influence.
- Comply with all Council policies.
- Remain independent and act personally and not as a representative of any group or organization.
- Identify and declare any conflict of interest or potential conflict of interest.
- Effectively apply knowledge, experience, and expertise to issues confronting the Institute.
- Participate in CMC–Ontario events.

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**Competencies** required to fulfill the Council duties and obligations:

- Mission-focus.
- Demonstrate high ethical standards.
- Model the Institute's values.
- Exercise independence of judgment and be willing to take a stand and defend it.
- Communicate clearly and effectively and be a good listener.
- Think strategically.
- Exhibit leadership.
- Demonstrate integrity and accountability.

## **Time Commitment**

The Ontario Council structure consists typically of a minimum of one meeting per month, and Council members may be required to serve on up to two (2) Committees. The Committee structure consists of a minimum of four meetings per year.

## **Application process:**

The Nominating Committee has a process to review candidates vis a vis the requirements of the position and forward all qualifying nominees. Positions will be filled by an individual who:

- a) is a member in good standing,
- b) able to devote the time required both on Council and in committee service and
- c) understands and is able to contribute to good governance, organizational development, regulation of the CMC designation, and leadership of the profession.

If interested in a Governing Role, please complete the [Nomination Form](#) and submit.

Questions, please contact [Engage@cmc-ontario.ca](mailto:Engage@cmc-ontario.ca)

[Learn more](#) about CMC-Ontario