



NOMINATION COMMITTEE

TERMS OF REFERENCE

Purpose:

The CAS Nomination Committee is a standing committee responsible for developing and maintaining a formal, rigorous and transparent nomination process for positions on the CAS Board and the CAS Delegate to the Canadian Chiropractic Association Board.

Membership:

The Nomination Committee shall be composed of the immediate Past-President of the CAS Board, who shall serve as Chair, as well as the current CAS President.

Responsibilities:

The Nomination Committee engages in the following activities:

- Serves as an informational resource for self-identified members interested in running for the CAS Board.
- Actively recruits as needed to ensure there is a minimum of one candidate per each vacancy per election.
- Calls for and receives nominations as per the process outlined in the *Chiropractic Administrative Bylaws* and liaises with candidates as needed regarding completeness of submissions.
- Provides a report to the membership regarding eligible candidates for Board Director vacancies, and coordinates information to members during the campaign process.
- Recommends candidates for appointment to the CAS Board should a vacancy arise inside or outside of an election.
- Evaluates composition of the CAS Board to inform recruitment efforts in an effort to achieve balance whenever possible in representation (gender, age, region, solo/group/multidisciplinary practice, etc.).

Accountability:

The Nomination Committee is accountable to the CAS Board of Directors, and will report on progress of general recruitment to the Board on an ongoing basis, as needed.

Resources:

Expenses and honoraria, if required, will be provided as per CAS policy. The Nomination Committee will have access to the Executive Director, as needed, to support the committee's work.

References:

Chiropractic Administrative Bylaws