

CHES SASKATCHEWAN CHAPTER

Date: **April 6, 2015**

Issue: **Governance**

Subject: **Duties of a Member at Large**

Reviewed:

Approval date:

Member at large:

- a) shall be members in good standing and will sit on the Chapter Executive Committee
- b) shall be members of the annual conference planning sub-committee along with the Executive Vice Chair who will Chair the sub-committee
- c) when assigned, shall be members of the National conference planning sub-committee along with the Past Chair who will Chair the sub-committee when this conference is held within our Chapter boundaries
- d) shall be accountable for planning and running educational events (i.e. Educational days, Webinars, courses, etc.) for the Chapter. Other members in good standing may be asked to assist.
- e) shall represent the Chapter, to the best of their ability, on National or Chapter committees as assigned by the Chapter Executive Committee
- f) shall give written reports to be delivered at each Chapter Executive Committee meeting and communicate, in person, the on-going work of the sub-committee at Chapter Executive Committee meetings when requested
- g) shall seek direction from the Chapter Executive Committee on action items required by the committees/sub-committees and implement such direction
- h) perform such other duties as the terms of his engagement, or this By-Law calls for, or the Chapter Executive Committee may, from time to time, properly require of him/her