

## CTA-UWO Board Member Job Description

The Board of the CTA-UWO is to be comprised of 9 elected voting members. From the pool of elected Board members, consensus within the Board will determine the President, Vice-President, and Secretary Treasurer as per the By-Laws (January 2006). The responsibilities of these specific positions are detailed within the By-Laws of CTA-UWO.

Term of Office: 2 years

The general responsibilities of the board members include:

1. Attendance at Board Meetings, which are held the week of the AMOSO (Academic Medical Organization of Southwestern Ontario) governing committee meetings.

Frequency: Usually each month, currently Wednesday evening

Duration: 1-2 hours

2. Attendance at AMOSO Governing Committee meetings

Five members will be selected as voting representatives from CTA board and alternates will be determined should voting representatives be unavailable.

Frequency: Usually each month, currently the last Friday morning

Duration: 0700-0830 h

3. Committee work

The CTA-UWO also provides representation on:

AMOSO Resource Committee

AMOSO Opportunities Fund Subcommittee

Joint Professional Staff Human Resources Committee

Executive Committee of Faculty Council (Schulich School of Medicine)

Benefits Negotiations Team with UWO (every four years)

4. Internal Committee work

Various committees may be struck within the Board, such as the nominating committee for annual elections.

The amount of annual committee work may vary from time to time. It would be anticipated that board members, other than the President, would be expected to sit on one external committee as a minimum and participate in the work of the Board. This expectation would be in addition to the AMOSO Governing Committee.

Board Members of CTA-UWO make a substantial commitment to the organization and to the membership. Board Members will act on behalf of the entire CTA-UWO membership; this role is a challenging one but offers interested and motivated individuals real opportunities to make a real difference. The CTA-UWO is engaged in interesting and exciting times and it is vitally important that Board Members be interested in moving the organization and needs of the membership forward.

*For additional information, please visit the website at [www.ctauwo.ca](http://www.ctauwo.ca)*

*Username: ctawwo Password: clinician*



**Clinical Teachers Association**  
at Western University  
CARING+TEACHING+DISCOVERING+LEADING

**Nominations for Election to the Board of the Clinical Teachers'  
Association of Western University  
2020-2022**

Nominations for the Board of CTA-UWO will be accepted beginning **Friday, January 31, 2020** and closing end of business day **Friday May 1, 2020**.

The Chair of the nominating committee is Dr. Javeed Sukhera.

Nominations may be sent to Dr. Javeed Sukhera via the following:

Mail: Dr. Javeed Sukhera, Nomination Committee Chair  
Clinical Teachers Association at The University of Western Ontario  
1151 Richmond Street, Health Sciences Addition, Rm H125  
London, ON N6A 5C1

Email: [info@ctauwo.ca](mailto:info@ctauwo.ca)

Ph: (519) 661-2111, ext. 22101

Complete nominations will include:

1. a signed copy of the **nomination form** completed by the nominee and signed by 2 (two) members of CTA-UWO who support the nomination;
2. a **concise, focused curriculum vitae** (not more than 2 pages) related to the nomination, and
3. a short **position statement** (1/2 page) outlining their reasons for pursuing a position on the Board of CTA-UWO. The CV and Personal Statement will be made available to all members of CTA-UWO prior to the election.

**Please note –**

**Nominations must be RECEIVED by 5 p.m. Friday May 1, 2020.**



## CTA-UWO General Election NOMINATION FORM

Name of Nominee: \_\_\_\_\_

Department Affiliation: \_\_\_\_\_

Work Address: \_\_\_\_\_

Telephone: \_\_\_\_\_ Fax: \_\_\_\_\_

Email: \_\_\_\_\_

Home Address: \_\_\_\_\_

Home Telephone: \_\_\_\_\_

Provide 2 (two) names and signatures of members of the Clinical Teachers' Association of The University of Western Ontario endorsing your nomination

(1) Name \_\_\_\_\_ Signature: \_\_\_\_\_

(2) Name \_\_\_\_\_ Signature: \_\_\_\_\_

The completed nomination package will include, in addition to this form, the following information:

1. Concise, focused curriculum vitae (not more than 2 pages)
2. Position statement (1/2 page)

All materials should be assembled and submitted at one time.

Nominations will be accepted beginning **Friday, January 31, 2020**

Nominations must be **received** by 5 p.m. **Friday May 1, 2020**

By signing this form, I attest that I have read and agree to the Job Description for the Board of CTA-UWO and am willing to have my name submitted for consideration by the Nominations Committee.

SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

Nominations may be sent to Dr. Javeed Sukhera via the following:

Mail: Dr. Javeed Sukhera, Nomination Committee Chair  
Clinical Teachers Association at The University of Western Ontario  
1151 Richmond Street, HSA Rm 125, London ON N5A 5C1  
Email: info@ctauwo.ca  
Ph: (519) 661-2111, ext. 22101

**Please note – nominations must be RECEIVED by 5 p.m. Friday, May 1, 2020**