



College of Paramedics of Manitoba		
Terms of Reference Name: Appointments of Council Members – Paramedic Members	Policy Number: GP-29	Total # of Pages: 2
Approval Signature: <i>Original Signed by J. Wade</i>	Section: Governance	
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1.0 **PURPOSE**

To set out the process for the appointment of Paramedic members to the Council for the College of Paramedics of Manitoba.

2.0 **DEFINITIONS**

2.1 Paramedic Representative: All candidates for appointment as Paramedic representative shall meet the criteria as set out in the By-laws, which as of the date of this policy states:

- a) have been a resident of Manitoba for at least six months prior to the date of their appointment.
- b) are currently a member in good standing with the College.

3.0 **POLICY**

3.1 The Appointments Committee of the College shall provide a slate of candidates for appointment to the Council in accordance with this policy and procedure.

3.2 The Appointments Committee shall be guided by skills matrix approved from time to time by the Council and will ensure that all candidates possess the required competencies. The Appointments Committee will endeavor to provide a slate of candidates having regard for diversity, inclusion, geography, experience and skills.

3.3 The Appointments Committee should be mindful of limitations placed on some candidates who but for specific identifying factors (such as systemic barriers to education, employment, or opportunity) may limit the candidates experience and opportunities for growth.

4.0 **PROCEDURE**

4.1 The Council shall appoint seven (7) paramedic members as Council members pursuant to the By-laws of the College.

4.2 Each candidate of the position of appointed Paramedic Representative must meet the eligibility requirements as set out in the By-laws and above in this policy.

4.3 The Appointments Committee will solicit and recruit applications and nominations for candidates for the position of Paramedic Representative. The Committee will consider



candidates based on the skills matrix established by the Council from time to time and thereafter will recommend to the Council a slate of suitable candidates for appointment.

- 4.4 Current appointed Paramedic Representatives will advise the Executive Officer/Registrar by January 31 of their intention to seek re-appointment.
- 4.5 The Appointments Committee will make a notice of appointment for nominations/applications in January of each year, if needed.
- 4.6 The notice of appointment for nominations/applications shall remain open for 30 days after posting.
- 4.7 The Appointments Committee will present a slate of candidates for Paramedic Representatives to the Council by the end of the Council year.
- 4.8 Where a vacancy arises in relation to a Paramedic representative, the Appointments Committee may appoint a new member in accordance with College bylaws.
- 4.9 The Appointments Committee will assess the candidates against the skills matrix approved by the Council from time to time and will ensure that all candidates possess the required competencies.