



CANSW Regional Representative

Reports to: CANSW President

Term of Office: A two-year term with the possibility of an additional term (CANSW Constitution, Article V, Section III)

Regional Representatives will represent one of the following established regions:

- 1) British Columbia and Yukon
- 2) Alberta and Northwest Territories
- 3) Saskatchewan and Manitoba
- 4) Ontario
- 4) Atlantic Canada: Quebec, Nunavut, New Brunswick, Nova Scotia, Prince Edward Island and Newfoundland

Duties and Responsibilities:

- The Regional Representative is expected to attend CANSW Executive Meetings.
- Facilitate regional renal advocacy efforts in collaboration with the appropriate partners (e.g. other regional renal social workers, CANSW, Kidney Foundation of Canada).
- Facilitate and coordinate regional meetings. The frequency of these meetings should reflect the needs of members. Meeting minutes should be sent to the executive and placed on the CANSW website, www.cansw.org
- Communicate issues of urgent concern to the Executive.
- Solicit membership, abstract submissions, and encourage attendance and/or participation in the CANSW Annual Conference and AGM. This includes suggesting potential topics and activities to the Executive and Conference Planning Committee.
- Solicit articles from the membership reflecting the happenings of the region for publicity purposes on listserve, website and/or other CANSW social media

platforms, including possible publication, as appropriate, and for the CANSW 'Voice' blog.

- Encourage and recommend nominations for CANSW Executive and Regional Representative vacancies to the CANSW Nominating Committee.
- Encourage nominations for the annual Jane Dicks and Mary Lou Karley Mentorship Awards to the CANSW Executive.
- Attend CANSW Annual Conference and AGM, discuss regional issues. Orient new members and successor and transfer materials of office.
- Prepare a report from the Regional Representative to be given to the membership at the AGM recounting the past year's accomplishments.
- Welcome new renal social workers and make ongoing efforts towards recruitment of potential CANSW members.
- Submit expenses to CANSW Treasurer and represent CANSW at meetings, at the request of President/Executive.
- Develop the role of the regional representative; review the geographical boundaries to ensure that CANSW members in that region are being best served.