

BC Family Doctors is the economic and political voice of family doctors in B.C. Joining our Board of Directors is your opportunity to help make an impact on the future of our profession. We celebrate and encourage diversity, and we are committed to creating an inclusive environment. We invite you to provide any information you are comfortable with sharing on our nomination form to assist us in promoting inclusion.

Composition of the Board

The Board is comprised of:

- (a) Officers (Past President, President, President-Elect, Treasurer);
- (b) Chair of the Board;
- (c) 16 District Delegates;
- (d) First Five Years of Practice Representative;
- (e) Chair of the Economics Committee;
- (f) BC Family Doctors Representative to the Doctors of BC Negotiating Committee; and
- (g) Up to five Directors-at-Large who may be appointed by the Board to augment the skill set and/or diversity of the Board. *(None being appointed for 2024-2025.)*

Mandate and Culture

The BC Family Doctors Board of Directors represent members' interests, provide a forum for members to discuss issues important to the profession, and oversee the management of BC Family Doctors.

As leaders of BC Family Doctors, Board Directors recognize that how we work is as important as what we do. Board Directors commit to cultivating a culture of:

- ✓ Honesty and transparency through open and ongoing communication.
- ✓ Respect for diversity of opinion and perspective.
- ✓ Working together as a leadership team.
- ✓ Supporting and mentoring each other.
- ✓ Building community and relationships with other Board Directors and family physician colleagues.

Role of the Treasurer

The Treasurer is a Board Director and does not set or establish policy individually. The Treasurer represents the interests, positions and perspectives of BC Family Doctors as determined by the Board and not their personal views.

In addition to the responsibilities of an individual Board Director, the Treasurer is expected to:

- ✓ Work with the Executive Director to oversee the finances of the organization.
- ✓ Prepare for and preside as the Chair of the Finance Committee.
- ✓ Participate as an Officer on the following committees: Executive, Economics and Staffing.
- ✓ Attend and report on finance issues, including the budget and audit, at Officer, Executive and Board Meetings.
- ✓ Present the budget to the Board.
- ✓ Present the annual auditors report to the Annual General Meeting.
- ✓ Represent BC Family Doctors on the Doctors of BC Representative Assembly (RA).

Required Skill Set

The Treasurer should possess the following qualities:

- ✓ Leadership skills (as per the [LEADS Framework](#))
- ✓ Experience on Boards and Committees
- ✓ Understanding of budgets and audits
- ✓ Ability to read and understand financial reports
- ✓ Mathematical aptitude
- ✓ Solid analytical skills
- ✓ Strong communication skills
- ✓ Ability to problem solve

Term of Office and Time Commitment

The term of office of the Treasurer is one year. The Treasurer is nominated and elected at large by the membership.

The time commitment is extensive. There are typically 2-3 Finance Committee meetings per year, the majority to be held virtually. As an Officer, the Treasurer is also expected to participate in meetings of the Officers, Executive Committee, other standing committees, and the Board of Directors. As an Officer, the Treasurer may be asked to participate in meetings with partner physician organizations as a representative of BC Family Doctors.

We anticipate five Board meetings a year, with approximately two meetings in person and the three half-day virtual meetings. We will inform all Board members of the meeting schedule upon confirmation of your position on the Board.

Honoraria and Expenses

Honoraria and reimbursement of travel expenses will be provided for all meetings, in accordance with the *Honoraria & Expense Policy*.

For More Information

For more information about the role of Treasurer, please contact Executive Director, Alexa Pitoulis at apitoulis@doctorsofbc.ca.

NOMINATION FORM (2024-2025)

Name: _____

Email: _____

Doctors of BC ID # _____

Date: _____

Nominator: _____

Email: _____

Doctors of BC ID # _____

Date: _____

Secunder # 1: _____

Email: _____

Doctors of BC ID # _____

Date: _____

Secunder # 2: _____

Email: _____

Doctors of BC ID # _____

Date: _____

Secunder # 3: _____

Email: _____

Doctors of BC ID # _____

Date: _____

Please submit your nomination form by email to sgp.office@doctorsofbc.ca by **11:59 pm on April 14, 2024.**

- All nominators, seconders and nominees must be regular members of BC Family Doctors
- Only those nominations received on the official form(s) will be accepted
- The nominee, nominators and seconders may be contacted for verification

PLEASE COMPLETE THE CANDIDATE INFORMATION FORM BELOW AND RETURN WITH THE COMPLETED NOMINATION FORM.

CANDIDATE INFORMATION FORM

The candidate information form requests information about your leadership and lived experiences as well as a description of your interest in the opportunity. (The provision of any or all of the information is optional.)

Name: _____ Doctors of BC ID: _____

Email: _____ Phone Number: _____

Division of Family Practice: _____

Medical School: _____ Year of Graduation: _____

Total years in practice: _____ Years in Practice: _____

1. Please provide a brief list of your professional history, including previous or current offices held, board memberships, and committee memberships. Please also describe your practice history, community activities etc. (Maximum 500 words)

2. Please indicate why you are interested in being the Treasurer of BC Family Doctors? (Maximum 500 words)

3. **What skills, knowledge and abilities do you bring to the role of Treasurer?** (Maximum 500 words)

4. **Who are you and how do you lead?** (Maximum 500 words)