



The Canadian Society
of Clinical Perfusion

La Société Canadienne
de Perfusion Clinique

cscp.ca

TERMS OF REFERENCE

Regional Director



REGIONAL DIRECTOR

Summary: The Regional Director shall be elected by the “Regional Membership” and shall serve a three (3) year term as a member of the Board of Directors.

Position Duties:

1. Serve as a voting member of the Board of Directors and act as a liaison between the Board and the Regional members.
2. Stand willing to serve as an officer of the Society if nominated and elected by the CSCP Board.
3. Should promote membership and the goals of the Society.
4. At the close of any Regional Meeting [within fifteen (15) days] shall certify in writing to the National Office, the names and email addresses of the individuals elected as Regional Directors and Regional Officers for the ensuing term.
5. Prior to bi-annual board meetings, contact clinical supervisors of departments in their region and provide a report at said meetings of feedback from the membership.
6. Provide the CSCP Board of Directors with information or facts required to execute the business affairs of the Society, either regional or national.
7. The respective director is to report to the CSCP board of directors at each board meeting regarding upcoming and post-event reports in their respective regions.

Requirements:

1. Must be an active certified member in good standing with the CSCP.
2. Should be familiar with and comply with all documents pertaining to the function of the business affairs of the Society.
3. Should observe proper decorum in attending and participating in meetings and functions of the Society, in accordance with such reasonable rules established by the Society and generally accept parliamentary rules or procedures pertaining to the conduct of the meetings and functions.

Position Relationships:

1. Reports to the President of the CSCP.
2. Reports and liaises with the Regional Membership.
3. Closely interacts with the Executive and National Office Manager.