

## 2017-18 National Executive: Call for Recruitment

Emerging Health Leaders (EHL) is seeking to fill several positions on its National executive. The EHL executive is a growing, national level virtual network committed to providing mechanisms for engagement and professional development. All interested parties are encouraged to apply, previous service on EHL local or national executive will be prioritized. Please indicate your interest by sending a statement of interest to [EHLCanada@gmail.com](mailto:EHLCanada@gmail.com) by **July 31, 2017**

Role	Duties	Commitment
National Executive Co-Chair	<p>The National Co-Chair is responsible for providing, in collaboration with their Co-Chair overall leadership and direction to the national Executive Committee in service to further enable the EHL Nodes across Canada. Specific responsibilities include:</p> <ul style="list-style-type: none"> <li>- Leading strategic planning activities including the setting of annual priorities for the EHL National Executive</li> <li>- Convening and setting the agenda for monthly teleconference meetings of local node &amp; national executive team members for the purposes of information sharing and decision-making</li> <li>- Serving as the public face of EHL and promoting the organization, including representing EHL at national meetings or on working groups, as required</li> <li>- Leveraging existing relationships and building new strategic partnerships; acting as ambassadors with external organizations and potential partners</li> <li>- Obtaining funding, sponsorship and in-kind contributions</li> <li>- Administration and oversight of the national budget, including shared responsibility for the EHL National bank account with the Chief Finance Officers</li> <li>- Managing the recruitment and retention of members of the Executive Committee</li> <li>- Liaising with local node chairs and supporting/trouble-shooting as required</li> <li>- Attend National &amp; Co-Chair Calls (alternate monthly)</li> <li>- Participate actively in National Executive activities</li> </ul>	10 -12 hrs / month
National Nomad Co-Chair	<p>Engaging in a new role the National Nomad Co-Chair is responsible for providing, in collaboration with their Co-Chair overall leadership development of programming for a virtual EHL Node in effort to reach emerging leaders without access to a local EHL Node and in service to further enable the EHL Nodes across Canada. Specific responsibilities may include:</p> <ul style="list-style-type: none"> <li>- Leading strategic planning activities for the virtual node</li> <li>- Development of programming including;</li> </ul>	8-10 hrs / month

	<ul style="list-style-type: none"> <li>○ Curation of leadership resources; publications &amp; programs</li> <li>○ Coordinating webinar availability of local node events</li> <li>○ Curation of library of webinar recordings</li> <li>- Attend National &amp; Co-Chair Calls (alternate monthly)</li> <li>- Participate actively in National Executive activities</li> <li>- Provide content for and distribute to virtual node and national communications</li> </ul>	
Chief Finance Officer	<p>The Chief Finance Officer is responsible for providing, in collaboration with their Co-Chief Finance Officer overall leadership and development of the Finance and Membership portfolio in service to further enable the EHL Nodes across Canada. Specific responsibilities may include:</p> <ul style="list-style-type: none"> <li>- Leading strategic planning activities for the portfolio</li> <li>- Maintenance and execution of EHL Membership Process</li> <li>- Administration and oversight of the national budget, including shared responsibility for the EHL National bank account with the Co-Chairs and paying and issuing invoices</li> <li>- Chair and develop Membership Working Group calls</li> <li>- Attend National &amp; Co-Chair Calls (alternate monthly)</li> <li>- Participate actively in National Executive activities</li> </ul>	8 - 10 hrs / month
CHLNet Liaison (Ottawa)	<p>A new role, the CHLNet Liaison is responsible for actively engaging with one of our partner organizations, CHLNet (<a href="http://chlnet.ca/">http://chlnet.ca/</a>) on behalf of EHL National. This is a unique role providing the Liaison with access to a group of senior leaders from Canadian Healthcare Organizations representing the voice of emerging health leaders from across Canada. Specific responsibilities include:</p> <ul style="list-style-type: none"> <li>- Establish, develop and maintain a relationship with CHLNet</li> <li>- Attend CHLNet Round Table meetings in Ottawa (quarterly)</li> <li>- Monitor CHLNet communications &amp; events and provide to relevant EHL National Executive Offices for distribution</li> <li>- Represent the voice of EHL with CHLNet and other partners</li> <li>- Potential to expand role to further develop other EHL National Partnerships</li> <li>- Attend National &amp; Co-Chair Calls (alternate monthly)</li> <li>- Participate actively in National Executive activities</li> </ul>	8 hrs / month