



# SSOT

Saskatchewan Society of  
Occupational Therapists

## **NOTICE OF ELECTION FOR SSOT COUNCIL - CALL FOR NOMINATIONS 2022**

### **Join SSOT Council this Spring!**

Five council positions with the Saskatchewan Society of Occupational Therapists (SSOT) will become available this Spring and will be determined at the virtual SSOT Annual General Meeting on Saturday, May 28, 2022.

We are seeking individuals for the following positions:

***President*** (one-year term)

***President-Elect*** (one-year term followed by a one-year term as ***SSOT President***)

***Registrar*** (two-year term)

***Member-at-Large (Quality Assurance)*** (two-year term)

***Member-at-Large (Practice Standards)*** (two-year term)

### **What is the SSOT Council?**

SSOT Council is the group of individuals who oversee the affairs of the Society by ensuring the regulation of all occupational therapists in Saskatchewan. Council consists of 7 elected SSOT members and up to 3 public representatives who are appointed by the Saskatchewan Government (Ministry of Health).

### **Reasons to Join SSOT Council!**

Our profession relies on volunteers to do the work of self-regulation, to assert a strong voice with the public, employers, government, and other stakeholders. Serving on council provides many opportunities for personal and professional growth such as:

- Developing new skills, such as chairing and participating in committee and council meetings.
- Learning more about professional self-regulation and contributing to SSOT's progress of protecting the public.
- Gaining experience with providing education to stakeholders regarding occupational therapy service expectations.
- Remaining current regarding provincial, national, and inter-national issues facing occupational therapists.
- Networking and learning with/from professional peers.



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### **What if I know nothing about being on Council?**

Do not let this stop you! For most people, serving on council is a learning experience and provides an excellent opportunity to acquire new skills. Your fellow council members, as well as other SSOT members and staff are here to offer guidance, support, and mentoring.

### **How much time will this take?**

SSOT Council meets a minimum of six times per year between annual meetings. The council meeting location and dates are determined by the President based on council member and staff schedules. Depending on your position, you may also be responsible for chairing or participating in other committees and meetings as well.

### **What If I Live in a Rural Location?**

You will be reimbursed for any reasonable expenses incurred during the course of your duties, such as mileage and accommodations as required. Although it is encouraged to attend council meetings in person, all council meetings, just like our committee meetings, are accessible by teleconference/videoconference.

### **Nominations Process**

As a member of SSOT, we ask you to consider nominating yourself or an individual you think would be well suited for a position on SSOT Council. The process for nominations is as follows:

- Complete the nomination form (link provided below). Please ensure those people being nominated have agreed to let their names stand and have signed the form.
- Return the nomination form by email to [admin@ssot.sk.ca](mailto:admin@ssot.sk.ca).
- Once received, the human resources and nominations committee will ensure that nominees have been properly nominated.
- If there are more nominations than vacant council positions, an election will be held at the AGM by secret ballot.
- Successful candidates will be announced at the AGM on May 28, 2022 by video-conference.



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Below, you will find brief role descriptions of the five open positions. If you have specific questions or would like to receive additional information about the positions, please contact Sherry Just, SSOT Executive Director at [ed@ssot.sk.ca](mailto:ed@ssot.sk.ca) or 306-229-6860, or Meagan Hawkins, SSOT President at [president@ssotsk.org](mailto:president@ssotsk.org).

## **Council Position Descriptions**

The **President** shall preside at all meetings of the Society and of the Council, exercise general control and supervision over the affairs of the Council and the Society, and be an ex-officio, non-voting member of all committees with the exception of the Professional Conduct Committee and the Discipline Committee. The incumbent assumes the office of President at the first Council meeting following the Annual General Meeting. The president is the liaison to SSOT Council for the human resources and nominations committee.

The **President-Elect** is a one-year term followed by a one-year term as SSOT President. The President-Elect shall assist the President in their role and preside over any meeting when the President is unable to do so. The President-Elect will be the liaison to SSOT Council for the governance committee, and will be assigned duties as needed and appropriate by SSOT Council.

The **Registrar** carries out duties to ensure that all Occupational Therapists in Saskatchewan are properly registered with SSOT. This person maintains a current register of each member's required information. This person also ensures the safe-keeping of past records. The Registrar serves as chair for the registration and licensing committee.

The **Member at Large (Quality Assurance)** serves as chair of the continuing competence committee. This position supports the continuing competency program.

The **Member at Large (Practice Standards)** serves as the chair of the practice standards committee. This SSOT Council member will focus on activities related to setting standards, guidelines, ethics, and competencies required for occupational therapists in Saskatchewan.



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## SSOT Council Nomination Form

<p>I, _____ nominate _____/myself for the <b>one-year</b> Council position of <b>President</b>. Nominee's Signature _____ Date _____</p>
<p>I, _____ nominate _____/myself for the <b>two-year</b> Council position of <b>President-Elect (second year of term is President)</b>. Nominee's Signature _____ Date _____</p>
<p>I, _____ nominate _____/myself for the <b>two-year</b> Council position of <b>Registrar</b>. Nominee's Signature _____ Date _____</p>
<p>I, _____ nominate _____/myself for the <b>two-year</b> Council position of <b>Member at Large (Quality Assurance)</b>. Nominee's Signature _____ Date _____</p>
<p>I, _____ nominate _____/myself for the <b>two-year</b> Council position of <b>Member at Large (Practice Standards)</b>. Nominee's Signature _____ Date _____</p>