

#200, 10544 – 106 Street
Edmonton, Alberta,
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Summary of CAPFT Positions Available for Nomination

Each of the following positions play a vital role in ensuring the long-term sustainability of the College from a Governance perspective. These roles will help set the strategic direction and ensure that the future of the College is strong and healthy. As a member of the Council, you will provide oversight and direction on how the Association is governed. You will have the opportunity to regularly review financial statements, discuss issues, vote on positions, make recommendations, review and champion new initiative and share information relevant to forestry. You will also learn new skills, network with colleagues and accumulate CC credit.

Vice President

This role prepares the Council member to step into the role of President/Chair in the following year. It is a key strategic role that assists the President/Chair in presiding over the business of the College/Association. As Vice President, you may be called upon to represent the organization at key events or meetings when the President/Chair is unable to do so. This position also is a member of the Executive Committee and Finance Committee and is extended signing authority on behalf of the College. The overall estimated annual commitment is 112 hours or a little over one day per month.

Complaints Director

This role is a 2-year term (elected on odd years) and provides oversight on Complaints received regarding practitioners. The Complaints Director plays a vital role by ensuring the integrity of the College's reputation is maintained by receiving, reviewing and initiating any action to be taken on a complaint of unprofessional conduct by a regulated member of the College through a transparent process. As a member of Council, the position also attends Council meetings, Chairs the Complaints Committee, oversee the Complaint process and mentors the incoming Complaints Director for a 6-month period. The overall estimated annual commitment is 96 hours or one day per month.

Competence Director

This role is a 2-year term (elected on odd years) and provides oversight of the College's Continuing Competence Program as required under section 43 of the *Regulated Forestry Profession Act*. This role will also play an integral part in evolving the program, through new initiatives, ensuring that the it meets the needs of members today and in the future. As a member of Council, the position also attends Council meetings, Chairs the Competence Committee and works with the Registrar to oversee the CC process. The overall estimated annual commitment is 96 hours or one day per month.

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Membership Director

This role is a 2-year term (elected in even years) and provides oversight of the new applicants' process. The Membership Director works with the Registrar to ensure that that applicants meet the core competencies and that a process is in place for those who do not meet the requirements to be provided advice and information so that they can work to meet the requirements. As a member of Council, the position also attends Council meetings, Chairs the Membership Committee, works with the Registrar to oversee the application process and mentors the incoming Membership Director for a 6-month period. The overall estimated annual commitment is 96 hours or one day per month.

Professional Exam Director

This role is a 2-year term (elected in odd years) and presides over the College's Professional Exam. This is an exciting role for the College as it will play an integral part in evolving the Exam delivery mechanism through new initiatives, ensuring that the it meets the needs of members today and in the future. As a member of Council, the position also attends Council meetings, Chairs the Exam and Exam Marking Committees and works with the Registrar to oversee the Exam Preparation and Exam Delivery processes and maintain the Jurisprudence exam content. The role will also mentor the incoming Professional Exam Director for a 6-month period. The overall estimated annual commitment is 140 hours or 1 ½ days per month. A key initiative will be looking at the viability of transitioning to an online format which will reduce the required time commitment.