

## **CPCNA Role Description: Director of Professional Practice**

**Position type:** Volunteer Board Position

**Term:** 2-year term which may be renewed for a second two-year term for a total of four consecutive years.

**Purpose:**

The Director of Professional Practice serves and is accountable to the board of directors of the Association to lead the advancement of palliative care nursing practice within CPCNA and in collaboration with other national organizations including the Canadian Nurses Association. This includes national certification and standards of practice.

At the request of the President and CPCNA Board of Directors the Director of Professional Practice may represent the CPCNA on national initiatives impacting nursing practice in collaboration with other organizations.

**Authority:**

The Director of Professional Practice has no formal authority to direct the board or the affairs of the Association, unless otherwise authorized. Like other board members, the Director of Professional Practice is entitled to make motions and vote on matters before the Association.

The Director of Professional Practice may not, on behalf of the Association enter into contracts without the knowledge and approval of the board and/or the Executive Committee of the board.

**Time Commitment:**

10 hours per month including preparing for and attending monthly CPCNA board meetings and attendance at Canadian Nursing Association committee meetings

**Primary Duties:**

- Leads the development of an annual work plan for professional practice related activities of the CPCNA
- Acts as liaison between the CPCNA and the Canadian Nurses Association and other organizations determined by the Board of Directors for professional practice issues including standards, competencies and certification
- Attends CPAC meetings of CNA via teleconference and provides CPCNA Board approved feedback and input
- Provides expertise and advice to the CPCNA Board of Directors related to professional practice initiatives including impending legislation, standards and/or policies from government and professional organizations
- Assists with the development of CPCNA policy and position statements
- Provides an annual summary of initiatives for inclusion in the CPCNA Annual Report

**Qualifications:**

The Director of Professional Practice must have, in addition to the qualifications stated in the CPCNA bylaws:

- Current membership in the CPCNA as a full member in good standing
- A commitment to, and a clear understanding of the mission of the organization
- Sufficient time to devote to his/her primary duties

**Removal of Director of Professional Practice:**

The Members may, by Ordinary Resolution, passed at a meeting of Members, remove any Director from office before the expiration of the Director's term and may elect a qualified individual to fill the resulting vacancy for the remainder of the term of the Director so removed, failing which such vacancy may be filled by the Board.

**To whom does the policy apply:**

Though specific to the Director of Professional Practice role, understanding of the policy applies to all directors.

**Responsibilities:**

The Board is responsible for the implementation and review of this role description.