

TERMS OF REFERENCE

Alberta Branch President

Preamble/Purpose

The President is the primary representative of the CIPHI Alberta Branch and shall represent the CIPHI Alberta Branch to the best of his or her ability.

Responsibilities/Required Duties

- Serve as a public spokesperson for the CIPHI Alberta Branch and express the position of the CIPHI Alberta Branch on issues related to Environmental Health
- Preside at all meetings of the CIPHI Alberta Branch, CIPHI Alberta Branch Executive, and Executive Board or name a member of the Executive Board to act on his or her behalf
- Participate as an ex-office member on all committees
- Represent the CIPHI Alberta Branch at meetings of the CIPHI National Executive Council
- Provide the CIPHI Alberta Branch Executive with regular updates on the activities of the CPHI National Executive Council
- Respond on demand to all issues regarding a response from the CIPHI Alberta Branch or delegate a committee to develop a response to the issues
- Delegate responsibilities to other members of the CIPHI Alberta Branch Executive Board as needed
- Represent the CIPHI Alberta Branch on the Concordia University of Edmonton advisory meetings
- Work in close contact with the Past President and President-Elect

Membership

Regular, retired or life members are eligible to serve as President

Length of Term

- The length of the term shall be two years
- The Branch President should not hold two or more offices at the same time

Operation

As set out in the Bylaws of the Canadian Institute of Public Health Inspectors (Alberta Branch)

Benefits

As set out in the CIPHI Alberta Branch Policy, "Branch Executive and Committee Chair Benefits"

These Terms of Reference will be reviewed at least once a year and at any time requested by members of Alberta Branch CIPHI and may be amended for any purpose agreed to by the Association Executive or membership. Last reviewed: August 2019