



## Executive Positions: Member at Large (2) and Treasurer (1)

### Length of Term & Time Commitment

The executive is composed of the president, the vice-president, the past-president, the treasurer, and two members at large (specialist and community family practitioner).

The executive shall be appointed at the fall Annual General Meeting by the nomination committee or by a general election if more than one candidate is nominated. New members begin their term on January 1, 2024.

The members at large and treasurer positions have a two (2) year term, with the option to renew for three (3) total consecutive terms and a maximum of six (6) years.

The expected time commitment is at minimum equivalent to one day per month (eight hours).

### Role & Responsibilities

**Member at Large** (one specialist and one community family practitioner):

- Advise and support the president.
- Represent all medical staff at the zone level, advocating for their interests, promoting physician wellbeing, and assist medical staff in advocating for the patients.
- Participate in the nomination committee.
- Participate in sub-committees for the purpose of EZMSA business.

**Treasurer**

- Advise and support the president.
- Represent all medical staff at the Zone level, advocating for their interests, promoting physician wellbeing and assist medical staff in advocating for the patients.
- Be responsible for all monies belonging to the Society including dues, grants and other funds made available for the day-to-day management of the Society.
- Approve bills and obligations above \$1,000 for the EZMSA.
- Oversight of financial statements to ensure appropriate spending and member benefit.
- Participate in an annual financial review.

### Benefits of Joining

- Camaraderie
- Sharing of ideas in an open, trusted forum
- Support your organization and your profession



MEETINGS	# MTGS PER YEAR	# HRS PER MTG	TIME
<b>EZMSA Executive Orientation in January</b>	1	2 days	Full days
<b>EZMSA Executive</b>	14-18	1.5	TBD
<b>EZMSA Council</b>	2	2.0	5:30-7:30 PM
<b>EZMSA Zone Advisory Forum (ZAF)</b>	2	2.0	5:30-7:30 PM
<b>Awards/Annual General Meeting</b>	1	3.5	5:30-9:00 PM
<b>Zone Medical Administrative Committee (ZMAC)</b>	10	2.5	8:00 -10:30 AM
Other meetings as called by the President	ADHOC		

All meetings take a break for July and August.

All executive may not miss more than five of the combined EZMSA Executive, Council and ZAF meetings per year. ZMAC meetings are shared attendance between the whole executive. Each member is required to attend at minimum six of the 10 meetings for ZMAC.

### Remuneration

The treasurer and members at large receive a stipend of \$15,600 per year. Reasonable expenses incurred outside of regular requirements of the position are also reimbursed and align with Alberta Medical Association (AMA) guidelines.

Additional hourly honoraria is provided if the individual attends: EZMSA committees, Alberta Health Services (AHS) Search Committees, AHS Zone Application Review Committee, AHS Medical Staff Bylaws and Rules Review Committee, AHS Zone Medical Administrative Committee, AHS Hearing Committee, AHS Immediate Action Review Committee, and ad hoc meetings.

### Required Skills and Experience

- Must be a member of good standing with the EZMSA.
- Ability to work in a team environment and foster a collaborative atmosphere on the Executive.
- Demonstrated ability to act objectively and make decisions based on what is best for the executive and organization.
- Uphold the EZMSA:
  - Mission: physicians advocating for health.
  - Vision: engaged physicians, sustainable healthcare and healthy community.
  - Values: advocacy, growth and learning, integrity and community connection.
  - Mandates: advocacy, learning and connecting.