

REGIONAL REPRESENTATIVE ON THE FCSSAA BOARD

What does it mean to be a Regional Representative on the FCSSAA Board?

Regional Representatives are selected by their respective regions to serve two-year terms on the FCSSAA Board of Directors. Following are excerpts from the current FCSSAA bylaws which outline the process for appointing/electing regional representatives.

The Members of the Board of Directors consists of... those people elected from, or appointed by the Regions as follows:

- *One representative from each of the Northwest, Northeast, West Central, East Central, South and Yellowhead regions;*
- *One representative from the **Edmonton** area of the Edmonton-Evergreen region;*
- *One representative from the **Evergreen** area of the Edmonton-Evergreen region;*
- *One representative from the **Calgary** area of the Calgary-Bow River region;*
- *One representative from the **Bow River** area of the Calgary-Bow River region.*

Representatives from the regions are elected or appointed at Regional Meetings whenever held, at which those FCSSAA Members present from the particular region may nominate and vote on the election of representatives for their respective region.

... each regional representative on the Association Board must be on an FCSS Board that is an Association member in good standing.

Members of the Association Board serve two years, or until their successors are elected or appointed.

The Role of Regional Representative is described on the next page. Please ensure that prospective candidates for the position are fully aware of the role, responsibilities and time commitment to being a regional representative.

ROLE AND RESPONSIBILITIES OF REGIONAL REPRESENTATIVE

Serving as a Regional Representative on the provincial FCSSAA Board requires a commitment of time to attend Board meetings, committee meetings, and other special meetings or events, as well as to review meeting materials and fulfill regional responsibilities.

Regional Representatives are expected to:

- **Support two-way communication** between FCSSAA and FCSS programs in their region by:
 - Sharing highlights and updates from FCSSAA Board meetings.
 - Bringing regional issues and concerns forward to the FCSSAA Board.
 - Gathering input from regional programs to help inform Board discussions and decisions.
- **Attend FCSSAA Board meetings**, approximately five to six per year. Meetings are held both in person (in Edmonton) and online. The annual meeting schedule is established at the first meeting of the new Board in December.
- **Participate in Executive Committee meetings**, if elected as Vice-President, Secretary, or Treasurer, as called by the President.
- **Participate in FCSSAA committee work**, as required. This includes attending online meetings and reviewing materials in addition to regularly scheduled Board meetings.
- **Promote and participate in regional FCSS meetings**, held twice annually in the spring and fall.
- **Report to the FCSSAA Board** on FCSS-related activities, opportunities, and challenges within their region.

Expenses and Administrative Support

Regional Representatives are reimbursed by FCSSAA for out-of-pocket expenses incurred while participating in Board-approved activities. Per diems and honorariums are not paid.

Information sharing and networking with FCSS programs in the region are key responsibilities. Regional Representatives should have administrative support from the FCSS program on whose board they serve, along with support from the FCSSAA office, to help fulfill their responsibilities.

Term of Office and Conference Attendance

Regional Representatives serve a two-year term, effective at the FCSSAA AGM held during the annual conference in November.

The FCSS program on whose board the Regional Representative serves is responsible for covering their expenses to attend the annual conference and AGM, including in the final year of their term if they are not returning to the FCSSAA Board.

The conference registration fee for Regional Representatives is covered by FCSSAA.

Questions?

Please ensure that prospective candidates understand the role, responsibilities, and time commitment involved in serving as a Regional Representative.

For more information, please contact: Mellissa Kraft, Executive Director, FCSSAA director@fcssaa.org