

BOARD AND VOLUNTEER PROFESSIONAL DEVELOPMENT POLICY



POLICY NUMBER: P010-01

DATE APPROVED: XXXX

DATE TO BE REVIEWED: XXXX

DISTRIBUTION: NSAMRT Registrants

COMMITTEE: Policy and Procedures Committee

DATE(S) REVIEWED (REVISED): XXXX

ISSUING AUTHORITY: NSAMRT Executive Council

APPROVAL: 

POLICY

Executive Council will assess needs of NSAMRT and when indicated send executive council members or volunteers to professional development opportunities at the expense of NSAMRT.

RATIONALE

NSAMRT is largely dependent on member volunteers and executive council to serve on committees and do the work of NSAMRT. Volunteers are often required to lead projects that are outside their expertise. NSAMRT must address these gaps by hiring consultants or providing professional development to volunteers to ensure volunteers have the skills to perform the duties required of them.

PROCEDURE

Assessment of skills gap will be done by executive council/affected committee when a new project is proposed or new volunteer begins their term. Executive council will be informed of gaps and will determine most appropriate method to fill the identified gap. When a consultant is hired or a volunteer is sent on a course the executive council is responsible to document the rationale for their decision.

Examples include, but are not limited to;

- New Treasurer/Finance Chair lacks background in accounting - assessment will include mentoring around accounting practices from public accountant on committee and may also include paying for introductory accounting course
- Several committees have new chairs and have never chaired before - NSAMRT may choose to have consultants do an executive council and volunteer session on running an effective meeting. Executive council will also ensure an experienced person attends the first few meetings to help mentor volunteer in new role.
- Have a volunteer that wishes to take on leadership roles but lacks some of the leadership skills executive council may opt to send the volunteer to a leadership course such as LDI.