



GP 03: Competencies for Council Appointments Process

Policy Type:
Council Governance

Policy No:
GP 03

Effective Date:
February 23, 2024

Last Approval/Revision Date:
February 23, 2024

Policy Review Frequency:
Every Five Years

Purpose

The purpose of this policy is to establish a framework for Council succession planning and the selection of new Council members. The policy applies to appointments to Council made by Council in accordance with subsection 7(3) of the Pharmaceutical Act. It does not apply to appointments to Council made by the Minister under subsection 7(4) of the Pharmaceutical Act.

Policy

The Council of the College of Pharmacists of Manitoba (CPhM) has a duty to govern its registrants in a manner that serves and protects the public interest. The Council is committed to providing effective, accountable governance for the organization in carrying out this mandate. This will be achieved by ensuring that:

- Members have an appropriate mix of skills, abilities and expertise, thereby enabling Council to effectively carry out its mandate;
- Turnover is managed to create stability, an appropriate balance of experience, new ideas, and energy;
- Council actively engages in succession planning towards the above goals;
- Council engages in active recruitment to ensure qualified candidates will apply to fill Council vacancies; and
- The process for appointing members is fair, transparent and effective.

Council will support its members in making an effective contribution on Council by offering:

- Orientation to familiarize Council with the role of the regulator, the role, duties, and responsibilities of Council, the Registrar & Chief Executive Officer, committee members, and staff, the interconnected framework of governance within CPhM, and its governance approach.
- Appropriate training that familiarizes new Council Members its short- and long-term challenges and opportunities, the Strategic Plan, and ongoing monitored projects; and
- Ongoing education that keeps Council Members current on topics related to governance, health regulation and the pharmacy professions.

Council Member Selection

Council is committed to a selection process that is open and transparent. This includes ensuring a general call for applications is made in accordance with the bylaws and screening applicants against a pre-determined set of selection criteria. Selection will be conducted by the Appointments Committee with recommendations of a slate of new Council members presented to Council for confirmation.

Selection Criteria

Council has established criteria for selecting members to serve on Council. These criteria may assist people wishing to serve on Council to better understand the qualifications and expectations of Council Members.

1. Attributes and Values

Attributes are defined as qualities or features regarded as characteristics or inherent parts of someone or something, while Values are defined as a person's principles or standards of behavior. Every Council member **must** bring the following Attributes and Values to the table:

- Accountability and Integrity
- Objective, Agile and Self-Aware
- Collaborative and Inclusive
- Cultural Safety and Humility
- Public Service
- Committed to Speaking With One Voice

2. Skills, Practices and Knowledge

Having the right mix of skills, practices and knowledge provides the foundation for robust dialogue, informed advice, and valuable input. Every Council member **must** bring, or **be open to learn**, the following Skills, Practices and Knowledge:

- Governance
- Health Professional Regulation
- Organizational Decision-making
- Technological Competence
- Financial Literacy

3. Diverse Backgrounds and Perspective

Council recognizes the importance of building a Council that is reflective of the public whose interest the College is mandated to protect. This includes actively seeking Council members with diverse backgrounds, cultures, and perspectives. An applicant's ability to contribute to a diverse Council composition will be a priority factor in the selection process. The Council **as a whole** will bring the following Diverse Experience, Backgrounds and Perspectives:

- First Nations, Inuit and Métis Perspectives
- Cultural Diversity
- Gender Diversity and Sexual Orientation
- Education
- Practice Diversity
- Regional Diversity

4. Experience

Exposure to a range of volunteer work and other lived experience can strengthen the Council's ability to make sound decisions. Where possible, the Council **as a whole** will bring some or all of the following experience:

- Health
- Cultural Competence
- Legal
- Government Relations
- Leadership