



Student Representative on Council

Process for Selection

Call for representatives issued by CAOS Presidents at the Universities of Waterloo and Montreal on **February 24, 2025**.

Interested applications must submit application, resume, and peer support signature sheet to info@opto.ca by **Friday, May 16, 2025**.

Applications will be reviewed by CAO's Board Development Committee.

The successful applicant will be confirmed by the CAO Board at its meeting during the week of **June 16, 2025**.

Chair of the Council's Board Development Committee will advise the successful applicant the week of **June 23, 2025**.

NB: Please direct any questions to Sophie Lalonde, slalonde@opto.ca.

Candidate Requirements

- Student Councillor must:
 - be a member of CAO
 - be enrolled at an accredited Canadian School of Optometry, or be a Canadian resident attending an accredited School of Optometry elsewhere at the date of their appointment to Council;
 - be in their second or third year of study (or third or fourth year of study for 5-year programs);
 - not have been on academic probation or under any disciplinary sanction from their respective school during the academic year prior to the CAO term of office;
 - have held a university student leadership role within the last two years;
 - secure 15 peer signatures in support of his/her nomination;
 - demonstrate active community volunteerism, ideally in eye health; and

The successful candidate will:

- serve as a representative voice for all optometry students;
 - respect the Code of Conduct and Responsibilities of Council (per CAO Governance policies);
 - be prepared to serve a one-year term;
 - be prepared to attend all four Council meetings* (one by teleconference) and the AGM;
 - ideally, speak French.
- *** Reasonable exceptions permitted**

RESPONSIBILITIES OF COUNCILLORS

- i. By virtue of their role on Council, each Councillor is a fiduciary with respect to the business and affairs of the CAO and has important fiduciary obligations to the CAO, which include the responsibility to act with a degree of care, skill and diligence in managing the affairs of the corporation and the duty to act honestly, in good faith and in the best interests of the CAO.

Among other considerations, these fiduciary duties require that Councillors disclose conflicts of interest, observe the obligations herein regarding gifts and hospitality, and respect the confidentiality of information and materials provided to him or her.

Additionally, Councillors are required to:

- i. comply with the Code of Conduct and Responsibilities of Council, the legislation governing the CAO, the by-laws of the CAO and the policies approved by the Council;
- ii. maintain a level of professional competence and knowledge required to discharge his or her obligations and duties;
- iii. demonstrate strong, personal and visible commitment to CAO, which includes that a Councillor shall:
 1. uphold and support the mission, values, goals and objectives of the CAO;
 2. support the decisions of the Council, whether or not the Councillor personally agrees with the decision;
 3. when speaking about Council decisions or activities outside of Council meetings, refrain from expressing personal opinions concerning the merits of any decision taken by the Council and represent or interpret such decisions or activities and the reasons for such decisions and activities accurately and fully, subject always to the Councillor's obligation of confidentiality;
 4. carry out their duties on the Council in a manner consistent with the best interests of CAO;
 5. convey a positive image of CAO in keeping with the role of CAO ambassador; and
 6. make reasonable efforts to attend all Council meetings.
- iv. demonstrate honesty and good faith, which includes that a Councillor shall:
 1. govern themselves in accordance with their fiduciary obligations to CAO;
 2. respect and embrace diversity;
 3. treat all parties with dignity and respect and in performing his or her duties, be collegial and assist colleagues through the exchange of views, information and opinions;
 4. not accept gifts, favours or services other than customary courtesies;
 5. be independent and impartial;

6. act fairly, in good faith and in the best interests of the CAO in the conduct of his or her duties; and
 7. avoid impropriety, and the appearance of impropriety, and observe high standards of conduct so that the integrity and impartiality of the Council or committee, as the case may be, are preserved.
- v. be cognizant and cautious of conflicts of interest, which includes that a Councillor shall:
1. not be influenced by self-interest, outside pressure, political considerations or fear of criticism;
 2. not allow past or existing financial, business, professional, family or social relationships or responsibilities to influence his or her conduct or judgment; and
 3. disclose all conflicts of interest as defined in the Code of Conduct and Responsibilities of Council, and manage any such conflicts in accordance with this Code.



CANADIAN ASSOCIATION OF OPTOMETRISTS
ASSOCIATION CANADIENNE DES OPTOMÉTRISTES

Application for Student Representative on Council

Name:

Why are you applying for the position of Student Representative to CAO Council?

How do you plan to gather the student voice?

What are your goals for your term?

Please list your related experience and qualifications.