



Midwifery Council of New Brunswick

**Conseil de l'Ordre des sages-femmes
du Nouveau-Brunswick**

Policy: Position Description – Council Member

Purpose

In accordance with the *Midwifery Act*, *Midwifery Regulations* and by-laws, the Midwifery Council of New Brunswick (MCNB) is comprised of an interdisciplinary membership of 7 government appointed members, as well as the Registrar.

“The objects of the Council are to;

- (a) regulate the practice of midwifery,
- (b) establish, maintain and promote standards of the practice of midwifery,
- (c) establish, maintain, develop and promote standards of professional ethics in the practice of midwifery,
- (d) perform such other duties and exercise such other powers as are imposed or conferred on the Council under this or any other Act, and
- (e) advise the Minister on matters related to the practice of midwifery.” *Midwifery Act* s. 10.

Application

This policy applies to all members before they are recruited for appointment to the Council. A member who wishes to serve on Council, must confirm in writing that he or she will abide by this policy.

Duties and Expectations

As a member of the Council, and in contributing to the collective achievement of the role of the Council, the individual member is responsible for the following:

Fiduciary Duties

Each Council member is responsible to act honestly, in good faith and in the best interests of the Midwifery Council of New Brunswick and, in so doing, assists in fulfilling its vision, mission and mandate (see MCNB Annual Reports).



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A Council member shall apply the level of skill and judgment that may reasonably be expected of a person with his or her knowledge and experience. Members with special skill and knowledge are expected to apply that skill and knowledge to matters that come before the Council.

Accountability

A Council member's fiduciary duties are owed to the Midwifery Council. The member is not solely accountable to any special group or interest and shall act and make decisions that are in the best interest of the Midwifery Council, acting on behalf of the public as a whole. A Council Member shall be knowledgeable of the stakeholders to whom the Midwifery Council is accountable and shall appropriately take into account the interests of such stakeholders when making decisions, but shall not prefer the interests of any one group, if to do so would not be in the best interests of the Midwifery Council/public.

Education

A Council member shall be knowledgeable and/or interested about:

- Midwifery
- The health care needs of expectant families;
- The duties and expectations of a Council member;
- The Council's governance role;
- The Council's governance structure and processes;

A Council member will participate in a Council orientation session. A Council member may attend additional appropriate educational conferences in accordance with Council approved policies.



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Midwifery Council Policies

A Council member shall be knowledgeable of and comply with the policies that are applicable including:

- The Council's conflict of interest policy; (in development)
- The Council's confidentiality policy;
- The Council's honoraria policy

Teamwork

A Council member shall develop and maintain sound relationships with Council members and work cooperatively and respectfully with the Council chair, Executive Director and Council members.

Time and Commitment

A Council Member is expected to commit the time required to perform Midwifery Council and committee duties. It is anticipated that a Council member will engage in Council work approximately 5-10 hours per month.

The Council meets bi-monthly (every 2 months) and may also hold additional or special meetings. The AGM is to be held in June each year or according to the wishes of the Council prior to the Annual Report submission to the Government. The Council member is expected to adhere to the Honoraria policy, that requires attending at least 75% percent of the Council meetings, in order that quorum be achieved for the maximum number of meetings (see Honoraria policy).

A Council member may be asked to serve on a committee during their term.



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Contribution to Governance

Council Members are expected to contribute to the governance role of the Council by:

- Reading materials in advance of meetings and coming prepared to contribute to discussions;
- Offering constructive contributions to Council and committee discussions;
- Contributing his or her special expertise and skill;
- Respecting the views of other members of the Council;
- Offering diverse opinions during Council and committee meetings, but respecting the decision of the majority;
- Respecting the role of the chair;
- Respecting the role and terms of reference of committees; and
- Participating in Council member evaluations and performance reviews and acting upon the results of evaluations in a positive and constructive manner. (in development)

Term and Renewal

A Council member is appointed for a term of three (3) years and may serve up to two (2) terms for a total of six (6) years. A member's renewal is not automatic and shall depend on the member's performance at the conclusion of the first term, their willingness to serve and with a vote of confidence from Council.

Amendment

This policy should be reviewed within 5 years of its approval day and may be amended by the Council at the AGM.