

15th CWCA/ACCR Annual General Meeting
26 May 2021, 3:00pm – 4:00pm (EDT)
Conducted via Zoom

Available CWCA/ACCR Board positions for 2022
[Link to CWCA Bylaws](#)

Position	Nominee(s)	Description
Treasurer, 3-year term	Mark Blaauw-Hara	<p>Treasurer:</p> <p>The Treasurer administers the finances of the Association and ensures that the Association’s reporting and filings are up-to-date with Industry Canada.</p> <p><u>Tasks and Duties</u></p> <ul style="list-style-type: none"> • submit an annual financial report to the Board and Association members at an Annual General Meeting • prepare annual filings for Industry Canada in compliance with the Canada Not-for-profit Corporations Act (NFP Act) • arranges audited finances (by a public accountant) as required by the Board • develop, in consultation with the Conference Chair and the Board, a budget for each annual conference • reimburse payments for any expenditures on behalf of the Association • manage and monitor annual conference fee payments • review and recommend changes to the Association’s banking practices, as required • share signing authority on the Association’s bank account(s) with the President <p>This position is a three-year term, elected at an Annual General Meeting.</p>

<p>Francophone representative, 1-year term</p>	<p>Tessa Troughton</p>	<p>The Francophone representative(s) may come from any region of Canada.</p> <p><u>Tasks and Duties</u></p> <ul style="list-style-type: none"> ● recruit French members to the Association and French presenters to the Association’s annual conference ● provide outreach to the French-Canadian community on behalf of the Association ● help to ensure that the Association maintains its bilingual purpose <p>The Francophone representative is a one year term, elected at an Annual General Meeting.</p>
<p>Student Member-at-Large - 1-year term + 1 year option</p>	<p>Mohsen Hosseinpour Moghaddam</p>	<p>Student members-at-large provide a student perspective in Board matters and conference planning. The position provides students with opportunities to become involved in writing centre governance work early in their careers.</p> <p><u>Tasks and Duties</u></p> <ul style="list-style-type: none"> ● actively participate in Board activities by regularly attending Board meetings and assisting with Board initiatives, especially with regards to student-centred issues ● assist with recruitment of and communication with student members ● assist with the planning and organization of the annual conference, especially in relation to student-centred programming and events ● assist with other duties as needed, such as participating in reviewing applicants for student bursaries and travel grants <p>The Student member-at-large position is available to current peer tutors at a Canadian writing centre who are students for the majority of the term of appointment (Jun 1 - May 31). The student member-at-large is elected at the CWCA/ACCR Annual General Meeting for a one-year term, which may be renewed for one additional year at the discretion of the Board.</p>