

# CFMS NATIONAL OFFICER OF POLITICAL ACTION (NOPA) TERMS OF REFERENCE



APPROVED BY THE CFMS BOARD OF DIRECTORS ON MARCH 17, 2019

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## Background

The Canadian Federation of Medical Students (CFMS) is the representative voice of Canadian medical students to the national medical organizations, to the federal government, to the public, and to other external bodies. The CFMS represents over 8000 medical students at 15 Canadian medical schools from coast to coast. It is the mission of the CFMS to represent, support, and connect its members. The CFMS aims to communicate within its membership, as well as from its membership, to the world at large. As an ever-expanding organization, the CFMS continually strives to meet the consistent and changing needs of Canadian medical students.

## Introduction

The CFMS recognizes the importance of advocating for positive health systems change at a political level. Furthermore, the CFMS recognizes the importance of supporting medical learners to develop political advocacy skills. In alignment with these values, the National Officer of Political Action (NOPA) has a mandate to lead the development of the CFMS National Day of Action supporting documents, including but not limited to formal ask document, backgrounder research document, and the report-back summary document. Additionally the NOPA assists the Director of Government Affairs (Dir GA) in supporting the political advocacy that the CFMS and its members undertake each year.

## Term

1. The position of National Officer of Political Action is a one-year position. The NOPA is recruited through the Spring Nominations Committee process granting a transition period until they assume office immediately following the Annual General Meeting of the same year.

## Accountability

2. This position reports to the Dir GA.
3. Positions/committees that report to this position:
  - 3.1. CFMS Day of Action Research Committee
  - 3.2. Task-forces, working groups and sub-committees within the Government Affairs and Advocacy Portfolio as designated by the Dir GA

## Responsibilities

4. Connect: The NOPA will
  - 4.1. serve as chair of the CFMS Day of Action Research Committee.

- 4.2. work with the Dir GA to set and advance the strategic direction for the CFMS National Day of Action.
  - 4.3. lead the consultation work necessary and appropriate for the successful implementation and execution of the CFMS National Day of Action strategy.
5. Support: The NOPA will
- 5.1. work alongside the Dir GA to develop and coordinate the CFMS National Day of Action.
  - 5.2. attend and chair monthly CFMS Day of Action Research Committee meetings.
  - 5.3. assist the Dir GA on other portfolio tasks related to political advocacy.
  - 5.4. oversee recruitment and transition of CFMS Day of Action Research Committee members in coordination with the CFMS Nominations Committee and Dir GA.
  - 5.5. ensure adequate transition with the incoming NOPA upon completion of their term.
6. Represent: The NOPA will
- 6.1. serve on external committees and attend meetings as delegated by the Dir GA.
  - 6.2. serve as a spokesperson for the CFMS on matters related to political advocacy as delegated by the Dir GA.

**Terms of References are subject to annual review by the CFMS Governance Committee prior to submission to the CFMS Board of Directors for adoption and publication.**