

CFMS NATIONAL OFFICER OF WELLNESS (NOW) TERMS OF REFERENCE



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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 CFMS to represent, support, and connect its members. CFMS aims to communicate within its membership, as well as from its membership, to the world at large. As an ever-expanding organization, CFMS continually strives to meet the consistent and changing needs of Canadian medical students.

Introduction

The CFMS recognizes the importance of supporting and advocating for the personal health and well-being of medical learners and professionals throughout their educational and professional careers. Furthermore, the CFMS is committed to advancing the cause of medical student health and well-being through national efforts and initiatives. In alignment with these values, the National Officer of Wellness (NOW) position has a mandate to assist the Director Student Affairs (Dir SA) in overseeing some of the student wellness activities that the CFMS undertakes each year for its members.

Term

1. The position of NOW is a one-year position. The NOW will be 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 SA.
3. Positions/committees that report to this position:
 - 3.1. CFMS Wellness Committee
 - 3.2. Task-forces, working groups and sub-committees within the National Wellness Program framework

Responsibilities

4. Connect: The NOW will
 - 4.1. serve as chair of the CFMS National Wellness Committee.
 - 4.2. oversee the National Wellness Program
 - 4.3. work with the Dir SA and Student Affairs Attaché to set the strategic direction for the CFMS National Wellness Program.

- 4.4. liaise directly with the Dir SA on an ongoing basis to advance the strategic direction of the Student Affairs Portfolio.
 - 4.5. attend monthly CFMS Wellness Roundtable meetings.
5. Support: The NOW will
- 5.1. work alongside the Student Affairs Attaché to develop and coordinate the CFMS National Wellness Challenge.
 - 5.2. assist the Dir SA on other portfolio tasks related to learner wellness.
 - 5.3. oversee recruitment and transition of CFMS National Wellness Committee members.
 - 5.4. ensure adequate transition with the incoming NOW upon completion of their term.
6. Represent: The NOW will
- 6.1. serve on external committees and attend meetings as delegated by the Dir SA.
 - 6.2. serve as a spokesperson for the CFMS on matters related to learner wellness as delegated by the Dir SA.

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