

Volunteer Profile

Role CPA Alberta Bylaws & Rules Committee

Committee Purpose The purpose of the committee is to assist the CPA Alberta Board regarding recommendations and exposure drafts relevant to Alberta, including those from the Independence Task Force, Uniform Rules Standing Committee, Professional Liability Insurance Committee, and Continuing Professional Development Committee.

As well, the Bylaws & Rules Committee recommends to the Board (or its designate) potential changes to the rules of professional conduct or guidance that should be forwarded to national committees such as the Uniform Rules Standing Committee.

Duties/Responsibilities

- Review and familiarize themselves with all applicable governing documents, professional standards or other legislation.
- Review recommendations and exposure drafts relevant to CPA Alberta from organizations such as the Independence Task Force, Uniform Rules of Professional Conduct, Professional Liability Insurance Committee, and Continuing Professional Development Committee;
- Prepare for and chair Committee meetings;
- Assist in preparation of responses on behalf of the CPA Alberta Board in respect of those recommendations and exposure drafts.

Meeting Location Meetings take place via teleconference or face to face in CPA Alberta's Edmonton or Calgary offices.

Time Commitment Varies dependent on the volume of exposure drafts issued. Approximately 15 hours per exposure draft (5-10 hours of preparation + 3-5 hours meeting time)

Requirements CPA Alberta member in good standing
Senior level professional experience and expertise

Committee Composition Diversity in skillset and background of members is required to ensure divergence of opinion and perspective on matters being considered.

Skills and Competencies Required

- Motivating Others
- Decision-Making/Prioritizing
- Creative Thinking
- Professional Knowledge/Awareness
- Regulatory
- Risk Management
- Ethical Frameworks
- Sensitivity
- Interpersonal Communication
- Public Speaking/Presentation Skills
- Conflict Resolution
- Analysis
- Planning and Coordination
- Understanding Diversity
- Accountability
- Sensitivity
- Respect
- Self-motivation
- Independent Thinking

Skills and Competencies Developed Continuous Learning

Desired Volunteer Start Date / End Date Spring or Summer 2018
OR