



GUIDELINES FOR COMMITTEE CO-CHAIRS

1. CPATH Mission Statement

The Canadian Professional Association for Transgender Health (CPATH) is a professional organization devoted to the health care of individuals with gender variant identities.

As an interdisciplinary, professional organization, the Canadian Professional Association for Transgender Health (CPATH) will further the understanding and health care of individuals with gender variant identities by professionals in medicine, psychology, law, social work, counselling, psychotherapy, family studies, sociology, anthropology, sexology, speech and voice therapy, and other related fields.

Within this definition, we strive to include representation from community support groups and trans identifying persons on committees, the board, and as members at large.

2. CPATH Membership Categories

Our membership consists of full members (physician/non-physician), supporting members, student members, members emeritus, and lifetime members.

All can be members and/or co-chairs of a committee.

3. CPATH Committees

Committees are essential to the operation of CPATH – a volunteer non-profit organization. Without the activities of our membership under the structure of its committees we would not have an organization. We value the commitment and contribution (however big or small!) of each individual, as their collective actions are what bring about change.

Each committee is approved and sponsored by the board per the bylaws of the Society Act. Committees have two co-chairs and draw support from the general membership. A co-chair can be a board member. It was decided in Toronto at our first business meeting that we would make every effort to have a CPATH member who identifies as a transgender person act as one of the two co-chairs.

Each committee will operate under a mandate developed in collaboration with the board sponsor and approved by the CPATH Board.

A committee will establish their own relevant Terms of Reference, to help the co-chairs guide their deliberations.

4. Committee Governance (see figure)

Each committee has its genesis in a proposal to the board by the general membership, and passage at the board into full committee status.

There is no defined limit to the size of a committee. Committees are organized as internally focused or externally focused.

Each committee is sponsored by a board member who is responsible for guiding and encouraging the co-chairs and members to achieve our mission.

5. Co-chair Roles and Responsibilities

Each committee's activities are guided by a mandate, terms of reference co-chairs whose role is to:

- Ensures the committee operates within its defined mandate
- Defining and working within a terms of reference
- Facilitates the selection of new co-chairs a mandate
- Define how co-chairs are identified and succeeded
- Prioritize short-term (6 month) and long-term (12 month) goals
- Encourage membership participation
- Organize regular meetings in person or by teleconference (no-cost to members)
- Follow the policies of CPATH
- Use predefined internal and external communication processes
- Record minutes and activities
- Forwards minutes to the board sponsor

CPATH Governance Structure

