

**Purpose:**

Committee Chairs of the AOM Benefits Trust have a responsibility to achieve the goals and objectives in alignment with the Committee's Terms of Reference and respective Committee workplan. This is accomplished in collaboration with Committee members and senior AOMBT management staff. Committee Chairs are currently standing AOMBT Trustees.

**Term of Office:**

Committee Chairs are standing Trustees whose term of office is three years, renewable up to three consecutive terms.

**Skills/Competencies:**

- Commitment to understanding and advancing work of the Benefits Trust that supports the midwifery community
- Objectivity and open-mindedness to form own judgments and opinions while not being biased and being open to others' opinions
- Integrity to ensure organizations behaves in highest ethical standard
- Ability to bring forward issues, where required, and voice opinions
- Sound judgement
- Ability to demonstrate effective facilitation and leadership skills during complex and, at times, difficult discussions primarily conducted by phone
- Maintain a solid understanding of the committee's workplan and deliverables and how the committee's work aligns with AOMBT's strategic plan
- Ability to efficiently manage the committee's agenda and effectively move forward projects and priorities.

**Responsibility:**

- Review, revise and approve agenda and/or meeting documents in collaboration with AOMBT management.
- Achieve deliverables of Committee workplan in collaboration with Committee members and AOMBT management.
- Lead the committee meeting, initiating and leading active discussion and achieving consensus, when require.
- Solicit feedback from committee members to encourage active participation.
- Facilitate discussion and decision-making on items that will be presented to the Trust for approval
- Report to the Trust as Committee lead

**Time Commitment:**

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Description	Estimated Hours
Committee work (meetings, preparation) – 1 ½ hour meetings x 10 annually	25 hours/year or 2 ½ hours/month

**Remuneration:**

Trustees appointed as chair of a committee or a working group will be paid an additional \$500 per year, pro-rated, for each appointment.