

COMMUNICATIONS AND EXTERNAL AFFAIRS COMMITTEE (CEA)

The Communications and External Affairs is a subcommittee of the RIMS Canada Council. Its role is to create value for its members through an engaging dialogue regarding the Risk Management industry and RIMS activities in Canada. Brings a Diversity, Equity and Inclusion lens to all RIMS Canada national activities.

Mandate

- Facilitates Diversity, Equity and Inclusion and related activities nationally.
- Facilitates relationships (i.e., monitoring, assessing, collaborating) between RIMS, the RCC and its sub-committees, Canadian members, federal/provincial regulatory officials, and other governing bodies.
- Facilitates information sharing among Canadian members using the RIMS Canada Newsletter, the RIMS in Canada website, RIMS in Canada LinkedIn group, RIMS in Canada Twitter account, and other communication channels.
- Provides guidance and recommendations to the RCC regarding communications with RIMS, Canadian RIMS Chapters, Canadian members, and external bodies.
- Provides updates to local chapter boards and Canadian members regarding developments that could have an impact on their activities and the activities of their members.
- Engages available external media to facilitate, promote general awareness, and forward the position of the RCC and RIMS in Canada as the leading risk management association in Canada.
- Monitors the Canadian Chapters and individual membership to identify issues of importance with respects to advocacy opportunities.

CEA – Communications and External Affairs Committee Volunteer Vice Chair

Basic Function

The Vice Chair shall, in the absence of the Subcommittee Chair and as delegated by the Chair, perform all volunteer duties of the Chair necessary for guiding and directing subcommittee activities to meet goals as provided in the subcommittee mandate.

Provides thoughtful and timely input to the deliberations of the subcommittee, focuses on the best interests of the association and the subcommittee rather than on personal or constituent interests; and works toward fulfilling the subcommittee's goals. RIMS Canada National Committee members should abstain from voting in their respective Chapter business.

Volunteer Responsibilities

- Attends sub-committee meetings; reviews all relevant material before subcommittee meetings.
- Presides over subcommittee meetings if the Chair is absent or unavailable.

- Performs functions and duties of subcommittee Chair if the Chair is unavailable or when the Chair delegates the duties.
- Works with subcommittee Chair to prepare meeting agendas & minutes; makes contributions and voices objective opinions on issues.
- Support development of RCC Communications Plan; monitor and update the Communications Plan on an ongoing basis.
- Support execution of CEA mandate deliverables (i.e., Newsletter, Advocacy efforts, etc.).

Qualifications

- Knowledge of RCC and RIMS.
- Ability to communicate effectively.
- Regulatory compliance experience considered an asset.
- Possess both leadership and relationship management skills, collaborator.

Additional Information

- Subcommittee members must be professional and/or associate members of RIMS in good standing.
- Subcommittee member terms are two years commencing January 1, with a mutual assessment after 6 months, and ending December 31 of the following year.
- Consideration will be given to encouraging a balance between repeat appointments and new appointments to maintain continuity and experience along with dedication and fresh viewpoints.
- Each subcommittee has a named Vice-Chair with the expectation that this person will move into the Chair position.
- Vice chair acts for the Chair in their absence and provides ongoing assistance to the Chair.
- If a member leaves a subcommittee, that person will be replaced on the committee. They may be considered for service for a future opening.

Benefits to volunteering: Gain experience in building and working with committees; leadership development opportunity in the Society as a whole. Opportunity to network on various levels, recognition, improve meeting management skills, gain experience that can be used on the job. Opportunity to be a key player to shape the future of the RCC.