

	BOARD OF DIRECTORS
Policy	Guidelines for Nominations and Elections
Approved by Board	May 2025

## 1.0 Timelines

### 1.1 Board Elections

Each year in January a member-wide call for nominations will be issued for vacant member-at-large seats on the Board of Directors (the Board).

### 1.2 President-Elect

Each year in January a member-wide call for nominations will be issued for President-Elect.

### 1.3 Board Chair

A call for nominations for Board Chair will be issued approximately 18 months before the incumbent Chair's term ends. The goal, when possible, is to have the current Board Chair and the incoming Board Chair overlap for one year to facilitate an in-depth orientation and on-boarding for the incoming Chair.

### 1.4 Board Appointments

Eligible members can apply for an appointed position on the Board by completing an expression of interest (EOI) form on the [website](#). The Nominating Committee will select and recommend physicians who best complement the current mix of skills and attributes on the Board.

EOIs are kept on file for two years. In April/May the Nominating Committee reviews the EOIs and makes a recommendation to the Board for approval.

### 1.5 Standing Committees

Any member interested in being appointed to a Standing Committee (Audit, E-Health, Governance or Policy & Health Issues Committees) can submit an EOI at any time via the [website](#). EOIs for committee appointments are kept on file for two years.

When vacancies arise, the committee with the vacancy reviews the expressions of interest and recommends a candidate(s) to the Board of Directors for approval.

## 2.0 Eligibility

2.1 Any member of Doctors Nova Scotia who is in good standing in a membership category that allows the right to hold an office or vote, is eligible to hold an elected or appointed position. The eligible membership categories are full member, life

member, retired member, clinical assistant and members on leave ([see Rules & Regulations](#), Section 1 – Membership).

2.2 Medical Student Members and Resident/Fellow Members are eligible to serve on committees of the Society ([see Rules & Regulations](#), Sections 1.5 and 1.6 – Membership).\*

2.3 A member in good standing is any member whose membership fees have been paid current.

### **3.0 Board Elections**

#### **3.1 Voting**

The following members are eligible to vote in the Board elections:

3.1.1 Any member of Doctors Nova Scotia who is in a membership category that allows the right to vote (full member, life member, retired member, clinical assistant and members on leave ([see Rules & Regulations](#), Section 1 – Membership)).

3.1.2 Medical Student members and Resident/Fellow members ([see Rules & Regulations](#), Section 1 – Membership).

#### **3.2 Practice Location**

3.2.1 The elected Board positions are identified as inside and outside the Halifax Regional Municipality (HRM). For the purpose of this election, inside HRM would include the Halifax, Dartmouth and Bedford areas, as well as the rural communities considered to be in the HRM. A complete list can be found here: [Communities in the Halifax Regional Municipality](#).

3.2.2 Eligibility is based on practice location, not the member's home address. If a physician practices in more than one location, eligibility is based on where the majority of practice time is spent.

#### **3.3 Election Candidates**

Candidates who do not win their seat in the Board election can be considered for an appointed position on the Board. Those candidates are required to complete the Skills & Attributes Matrix and would not receive any preference or advantage over the candidates who did not run in the election.

### **4.0 Length of terms**

The following terms apply to elected and appointed positions:

Elected Members-at-large	A maximum of two three-year terms
President-Elect	Three years (one year as President-Elect, one year as President, one year as Past-President)

Board Chair	A maximum of seven years (one year as incoming Chair and a maximum of two three-year terms as Chair)
Board appointments	One-year term (can be renewed twice for a maximum of three consecutive one-year terms)
Standing Committees	A maximum of two three-year terms

## 5.0 Equity, diversity, inclusion, reconciliation and accessibility or EDI(R)A

DNS commits to diversifying the Board and its committees and will strive to maintain talented and dedicated directors and committee members with a mix of backgrounds, experience and skills. The following diversity statement will be included in our nomination and election materials:

Our commitment to equity, diversity, inclusion, reconciliation and accessibility or EDI(R)A

*Doctors Nova Scotia is committed to building and sustaining a diverse, inclusive, and equitable environment for both physicians and staff. We actively encourage applicants from equity-deserving communities to apply and self-identify when completing the skills and attributes survey. We also invite all applicants to share how they will bring an equity-informed approach to leadership at DNS.*

*Equity, diversity, inclusion, reconciliation, and accessibility (EDIRA) are not just values at DNS—they are embedded in our Strategic Plan and EDIRA Framework. We recognize that achieving EDIRA requires intentional, ongoing processes, including reconciliation, decolonization, and accessibility. When DNS refers to "EDIRA work," we mean the systems, structures, and actions that lead to meaningful, measurable progress for all.*

*Our commitment to EDIRA is upheld through:*

- *Regular education sessions for staff, Board, and committee members*
- *A Respectful Workplace Policy that applies to all levels of the organization*
- *External audits to ensure accountability and transparency*
- *EDI and TRC staff committees to support continuous learning and action*
- *A strong equity lens applied in all decision-making processes*

*As outlined in our Board and Committee Diversity Policy, the Board is committed to fostering an environment of radical honesty and accountability—one where complex issues are addressed with respect, transparency, and care, ensuring that all voices are heard and valued. DNS is committed to removing barriers to participation.*