

TERMS OF REFERENCE

CHLNet NETWORK PARTNERS' ROUNDTABLE

PURPOSE

- CHLNet's purpose is by working together, better incorporate evidence and systems thinking into the practice of 21st century health leadership to improve health system performance and advance transformation.
- Health leadership dialogues and roundtables are convened based on key leadership challenges and practices.

VALUES

- Trust and reciprocity in all our interactions.
- Inclusivity and broad systems level partner engagement.
- Share and convene based on a common leadership language and continuous learning.

PRINCIPLES

Member Partners must generally support the following principles:

1. Supportive of the shared purpose;
2. Dedication to improving the quantity and quality of leadership to achieve our shared purpose;
3. Acceptance of the importance of leadership in all contexts within the health system;
4. Belief that evidence is foundational for best practice of leadership and leadership development;
5. Recognize that a stronger link between the academic community and decision-maker community is required to better understand the discipline of leadership; and
6. Bring a perspective of the organization they represent.

MEMBERSHIP

- Any public, private, not-for-profit health and/or social, health-related or leadership-related organization that has demonstrated a strong, ongoing commitment to CHLNet's purpose and who has applied for and been admitted into membership in CHLNet by an ordinary resolution of members or in such other manner determined by the Board,
- Membership is annual however members partners are asked to make a three-year financial commitment to support CHLNet (paid annually) at rates set from time to time by the members,
- One year's notice is required to discontinue being a Member Partner.
- Membership fees must be paid within six (6) months of the renewal date and any member partner in default shall automatically cease to be a member of CHLNet.

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TERMS OF OPERATION

- Convene in person, virtually or by hybrid method twice per annum to; provide input into the policy/strategic directions for the network; receive reports from working and/or steering groups and other network sponsored projects; and dialogue and share on key leadership challenges and practices.
- Distribute agenda and materials one week ahead of the roundtable.
- Maintain quality records of meetings.
- Review the terms of reference on a biannual basis.
- The CHLNet board of directors, working with the Chief Executive Officer, will provide ongoing network oversight and will communicate with the member partners, at regular intervals, regarding the activities and achievements of the Network.
- Annual meeting of members will occur to: appoint the CHLNet Board and public accountant; set Network Partner fees; consider the financial statements, and conduct such other CHLNet business that will, from time to time, be required.

EFFECTIVE DATE: April 17, 2024

REVISED: May 5, 2022, May 24, 2018, June 15, 2011, May 26, 2015

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Appendix A:

CHLNet Chair

Duties and Responsibilities

- Chair the semi-annual Network Partner meetings and quarterly board of director meetings.
- Assist in the talent management and succession planning strategies related to the board of directors, CEO, and Senior Policy and Research Advisors.
- In consultation with the CEO, monitor the development and implementation of a strategic plan, work plan and budget.
- Regularly liaise with the CEO to ensure open communication and consultation on CHLNet's value streams and ongoing value proposition.
- Provide strategic advice and guidance with respect to CHLNet's ongoing role in the health system.
- Participate in developing strategic alliances and other opportunities to ensure CHLNet's sustainability.
- Act as an advocate and representative for CHLNet at key meetings.
- Advise on the recruitment of senior leaders for dialogue and engagement forums including semi-annual roundtables, working groups, and other CHLNet meetings.

Selection Criteria

Nominees for appointment of Chairs, should meet the following criteria:

- Represent a member partner, if possible;
- Be active in the health and leadership community; and
- Time and willingness to assume duties and responsibilities.

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<#>Nominees for appointment of the Co-chairs will be solicited from Network Partners prior to the next semi-annual Network Partner meeting. ¶

<#>The current co-chairs will interview the potential nominees and then compile a prioritized list of viable candidates to present first to the secretariat and then to Network Partners for consideration. ¶

<#>At a semi-annual Network Partner meeting, the partners will hold an election for the Co-Chair positions. Each co-chair will be appointed by a majority vote of Network Partners. ¶

<#>The term of office for the Co-chair is two years, with the term to take effect immediately following the semi-annual Network Partner meeting where voting took place. Another two-year term may be granted by a vote of the Network Partners. ¶

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CHLNet Network Partners (Members?) ¶

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The Canadian Health Leadership Network (CHLNet) is a not-for-profit incorporation value-network that spans many of the health professions and jurisdictions from coast to coast. It began with 12 founding partners but rapidly expanded. It now consists of members partner-organizations who represent government, health regions, national and provincial/territorial health organizations, academic institutions, patient organizations and emerging health leaders. Its vision is Better Leadership, Better Health – Together. ¶

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Values ¶

CHLNet members Partners must commit to the twin principles of trust and reciprocity, i.e. are willing to work together, share resources, and seek to achieve a collective result that each (... [35]

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