

Non-Board Committee Member Application Form

Eligibility Confirmation

I, _____, in District _____, submit my name for appointment as a non-Board Member to a College Committee(s) for a one-year term beginning in January 2025.

1.	I live in Ontario.	
2.	My Certificate of Registration is not subject to a term, condition, or limitation other than one prescribed by regulation.	
3.	I am not currently the subject of any disciplinary or incapacity proceeding by a body that governs a profession in any jurisdiction.	
4.	I have complied with all aspects of any order that may have been issued by the Discipline Committee or Fitness to Practise Committee in the preceding six years.	
5.	My Certificate of Registration has not been revoked or suspended by an order of the Discipline Committee, Fitness to Practise Committee or by the Registrar in the preceding six years.	
6.	I have not been disqualified as a Board Member or Committee Member in the preceding six years.	
7.	I have not committed any acts of professional misconduct and have not been found incompetent by a body that governs a profession in any jurisdiction.	
8.	No court or other lawful authority (unless it has been reversed on appeal or judicial review) has made a finding of guilt against me in respect of a criminal offense, any offense relating to the prescribing, compounding, dispensing, selling, or administering of drugs or any offense relevant related to the suitability to be licensed or registered with any professional regulatory body.	
9.	I am not an elected representative, director, officer, employee of, a party to a contractual relationship to provide services, an appointed committee Chairperson or Member of a committee of the Registered Massage Therapists' Association of Ontario (RMTAO) or a similar national or provincial organization; such that it is reasonable to expect that a real or apparent conflict of interest may arise.	

10.	I am not in default of completing and returning any form required by a regulatory body.	
11.	I am not in default of any obligation to a regulatory body under a regulation or by-law, including the payment of any required fees.	
12.	I have not been employed or contracted by the CMTO within the previous three years. Does not include non-Board Member appointments.	
13.	I have completed the College's Orientation Program relating to the duties, obligations and expectations of Committee Members.	
14.	I have included a cover letter and current resume with this Application Form.	

Competencies

When making appointments, professional and personal attributes are considered to ensure collective expertise is represented on committees. Having read the [competencies required for non-Board Members](#), please assess yourself against these competencies listed below.

Competency	Self-Assessment			
	Expert	Strong	Good	Basic
Judgement				
List below or on a separate sheet, activities where you have used the skills that demonstrate the competency:				
Listening/Understanding				
List below or on a separate sheet, activities where you have used the skills that demonstrate the competency:				

Competency	Self-Assessment			
	Expert	Strong	Good	Basic
Decision Making				
List below or on a separate sheet, activities where you have used the skills that demonstrate the competency:				
Integrity/Ethics/Values				
List below or on a separate sheet, activities where you have used the skills that demonstrate the competency:				
Awareness				
List below or on a separate sheet, activities where you have used the skills that demonstrate the competency:				
Conflict Management				
List below or on a separate sheet, activities where you have used the skills that demonstrate the competency:				

Competency	Self-Assessment			
	Expert	Strong	Good	Basic
Inclusiveness/Respectful of Diversity				
List below or on a separate sheet, activities where you have used the skills that demonstrate the competency:				

In your **cover letter**, please include:

- rationale for your ratings of the competencies above.
- a brief statement outlining why you are interested in becoming a non-Board Member.
- a list of your qualifications; and

any additional information that describes relevant skills, knowledge, experience, attributes or expertise.

Voluntary Equity, Diversity and Inclusion Questionnaire

In keeping with CMTO’s commitment to equity, diversity, and inclusion (EDI), we encourage all applicants to share aspects of their identity and lived experiences as part of this application process.

Responses will be shared with the Governance Committee as part of the candidate application package.

[Link to EDI Questionnaire.](#)

Committee Expression of Interest

To assist the Governance Committee in making Committee appointment recommendations to the Board, please indicate your order of preference for all Committees below.

You may reference the Committees Time Commitment Guidelines [here](#).

Committee:	Number in order of Preference (e.g. 1, 2, 3, 4, 5, 6, 7)
Client Relations	
Discipline	
Executive Committee (for elected RMTs only)	
Fitness to Practise	
Inquiries, Complaints, Reports	
Quality Assurance	
Registration	

Were you previously involved with the College as a non-Board member? Yes No
 If yes, please indicate the committee you served on _____ and the year _____.

I am interested in being appointed as a Chair or Vice Chair of a committee **(excluding the Executive Committee)**.

CMTO is committed to the principles of the Accessibility for Ontarians with Disabilities Act (AODA). If you require any accommodations during the application process, at any point, please contact communications@cmto.com.

Signature of Applicant: _____

Date: _____