



Expectations of PARA Assembly Delegates

1. Attend all Assembly meetings

- Tuesday, November 28, 2023 (virtual)
- Tuesday, February 27, 2024 (virtual)
- Tuesday, May 14, 2024 (Edmonton)
- PARA provides transportation from Edmonton or Calgary to the Assembly meeting for those delegates who are from out of town. Meals are provided.
- When traveling from outside of Edmonton or Calgary to a meeting, reasonable travel expenses are fully reimbursed.
- Program Directors have been informed of your contractual right to attend and the educational value of participating as per the CanMEDS objectives.

2. Know your aggregate

- Assembly Delegates are expected to be well informed of the issues facing resident physicians in all programs within their aggregate group, represent those issues and views to the Assembly (even if not their own) and communicate PARA's responses/decisions back to their constituents.
- PARA will provide contact information for all Chief/Lead Resident Physicians in each aggregate in order to establish communication with them. PARA will inform Chief/Lead Resident physicians of the names and contact information of their program liaisons.

3. Regular communication

- At least 30 days prior to each Assembly meeting, program liaisons are expected to contact the Chief/Lead Resident Physicians in each program within their aggregate to understand any concerns within the program. A visit to the program's academic half days may be required, as determined by the Assembly or Executive Board.
- Program liaisons will report concerns to the PARA office and the respective Area Ambassador (Calgary & Southern Alberta or Edmonton & Northern Alberta) no later than 30 days prior to the next Assembly meeting.

4. Committee participation

- PARA sends representatives to various meetings of numerous other organizations to ensure the perspectives of resident physicians are represented in all relevant forums. PARA also has several active internal committees.
- Each Assembly Delegate is encouraged to participate on at least one external committee and one internal committee.
- A brief report on any external committee meetings attended will be submitted to the PARA office within two weeks of the respective committee meeting.

5. Be involved

All Assembly Delegates are encouraged to:

- Promote PARA initiatives within their aggregate
- Participate in PARA Workshops
- Assist in sharing PARA communications
- Act as a conduit between PARA and its members