



## NOMINATIONS AND AWARDS COMMITTEE (NAC) Terms of Reference

### Purpose

To coordinate and oversee the selection process for annual PARA awards, PARA Conference Sponsorship recipients and to prepare and submit nominations for stakeholder awards on behalf of PARA.

### Objectives

1. Award resident physician honours, including Resident of the Month (ROM), Resident Physician Leadership Award and Resident Physician Mentorship and Teaching Award, annually.
2. Provide PARA Awards of Excellence for Clinical Teaching and Resident Physician Well-being each year to recipients at the University of Alberta (U of A), University of Calgary (U of C) and rural sites.
3. Distribute PARA Interdisciplinary Awards annually.
4. Select PARA Conference Sponsorship recipients in a timely manner.
5. Award the Wellness Research Initiative funding each year.

### Membership

- Calgary & Southern Alberta Ambassador (Co-chair)
- Edmonton & Northern Alberta Ambassador (Co-chair)
- Assembly delegates
- General members
- PARA staff liaison

### Reporting Relationship

- Accountable to the Executive Board
- Quarterly report to the Assembly

### Term

- Annual

### Meetings

- Videoconferences as necessary to advance the work of the committee
- First meeting should be held within one month of the first Assembly meeting

### Resources

- Budget set and approved annually (prepared by staff/approved by Executive Board)
- Decisions/initiatives requiring additional funding outside of the approved budget require approval of the Executive Board