New Brunswick Medical Society | Société Médicale du Nouveau-Brunswick

TERMS OF REFERENCE

Committee:	Member Services, Well-Being and Growth Committee
Reports to:	NBMS Board of Directors
Purpose:	The purpose of the Member Services, Well-Being and Growth Committee is to ensure programs and services advance the interests of physicians with a consistent lens of wellness. The purpose is executed under the framework of the NBMS Bylaws and the *Medical Act*, S.N.B. 1981, c. 87.
Responsibilities:	<u>In performing Member Services functions the Committee shall:</u> • Oversee the operationalization of programs and services provided to the NBMS membership, including programs that are negotiated with government, developed internally and with external service providers, to ensure strong, cohesive value for physicians. • Recommend processes or practices that ensure appropriate action on membership issues. • Explore current and new shared service arrangements with other Provincial and Territorial Medical Associations. • Provide feedback and advice to management on new member initiatives. • Monitor and guide the work of issues related to physician health • Communicate recommendations on member services issues to the Board. • Ensure the Board receives regular education on the programs and services provided to members.
Membership, Chair, Term & Quorum:	The Committee will consist of a minimum six (6) and no more than eight (8) members of the NBMS, including the Chair. The Chair only votes in the event of a tie. The NBMS CEO will and the NBMS Board Chair may be ex-officio, non-voting members of the Committee. The Committee has the authority to recommend a non-member of the NBMS where there is a need for specific expertise. This individual may be a voting member.

	The Committee will be chaired by a member of the Board. In the event the Chair is unable to attend, another member of the Committee will be asked to chair the meeting. The Chair will serve a term of one (1) year, renewable with the approval of the Board. Committee members will serve a term of three (3) years, renewable once (1) with approval of the Board. The Committee will meet at least quarterly and report regularly to the Board with respect to its activities. Quorum is the majority of voting members of the Standing Committee.
Approved by the NBMS Board of Directors:	May 30, 2025
Effective Date:	June 1, 2025