



Date Revised: January 9, 2015

Approved by BOD: January 19, 2015

Ratified by Membership: April 25, 2015

Section 1 Executive Director/Registrar

- (1) In accordance with the NWT Nursing Profession Act (2004) and the Nunavut Nursing Act (2004) the Executive Director and Registrar shall be appointed by the Board of Directors and shall be an active member of the Registered Nurses Association in good standing. One member may be appointed as both the Executive Director and Registrar.

Section 2 Executive Director

- (1) The Executive Director shall be paid an annual salary in an amount to be determined by the Board of Directors on an annual basis.
- (2) The Executive Director is the custodian of the Public Registry.
- (3) The Executive Director shall:
 - (a) Perform all duties and functions necessary to the administration of and in accordance with the NWT Nursing Profession Act (2004) and the Nunavut Nursing Act (2004), and the Association bylaws and policies;
 - (b) Be responsible to the Board;
 - (c) Be a non-voting member of the Board , the Professional Conduct Committee, the Registration Committee, and such other committees as specified in the terms of reference of the committees;
 - (d) Be the Registrar as and when required;
 - (e) Be responsible for the hiring and supervision of Association employees; and
 - (f) When appropriate, shall act as the official spokesperson of the Association.

Section 3 Registrar

- (1) The Director of Regulatory Services and Policy shall be the Registrar.



- (2) The Registrar is the custodian of the Nursing Register and the Nurse Practitioner Register.
- (3) The Registrar shall:
 - (a) Perform all duties and functions necessary to the administration of and in accordance with the NWT Nursing Profession Act (2004) and the Nunavut Nursing Act (2004), and the Association bylaws and policies;
 - (b) Be a non-voting member of the Registration Committee and such other committees as specified in the terms of reference of the committees;
 - (c) Have custody of the seal of the Association; and
 - (d) Sign all certificates and temporary certificates of registration in accordance with the NWT Nursing Profession Act (2004) and the Nunavut Nursing Act (2004).