

By-laws for the PSAC-NCR Communications Committee (May 2015)

Name:

The name of this committee shall be the “Public Service Alliance of Canada, NCR Communications Committee”, also known as the “Communications Committee.”

Objectives:

The Communications Committee shall be responsible for assisting the various regional committees, Regional Council, and the Executive in completing objectives associated with branding, messaging, member engagement & outreach, and communications in the National Capital Region (NCR). The Committee shall develop and implement a strategy, in conjunction with the REVP in order to fulfill this obligation.

These tasks may include, but are not limited to:

- Improving the communication of information regarding events.
- Assisting with the delivery of new communications through networks and physical dissemination.
- Evaluating and challenging the media through public channels where falsehoods or misconceptions are published.
- Engaging **and providing support** to executives of locals within the region in an attempt to gather support for committees, events, education, and the benefit of the region. Improving the communication of information using what ever tools, technology, media and networking the committee deems necessary and appropriate.

The Communications Committee will function in accordance with the bylaws of the National Capital Regional Council.

The Communications Committee shall have the authority to create sub-committees to work on specific action projects.

Membership:

Membership in the Communications Committee is open to any and all members of the PSAC in good standing in the NCR.

Executive Officers:

The executive officers of the Communications Committee shall be as follows:

- Chair (2 year term beginning in 2015)
- Director of Communications (1 year term through 2015, 2 year terms beginning in 2016)
- Secretary/Treasurer (1 year term in 2015, 2 year terms beginning in 2016)
- Director of Engagement (2 year term beginning in 2015)
- Director of Outreach (1 year term beginning in 2015, 2 year terms beginning in 2016)

The Communications Committee shall elect by secret ballot the relevant positions. All members in attendance at the Annual General Meeting of the Communications Committee shall be entitled to vote.

Election to any office shall be declared upon receipt of a simple majority of votes cast. Should multiple candidates be running and no simple majority is obtained, the candidate with the fewest votes shall be removed and a subsequent round of voting shall be held.

Elected officers shall take their positions at the end of the meeting in which they are elected, the Oath of Office shall be administered upon the adjournment of the meeting in which the elections are held, or shall be administered immediately prior to the following meeting of the Communications Committee.

Actions of the executive shall be reported at each Committee meeting.

The Committee shall prepare written action reports to the NCR Council in time for the report to be tabled appropriately at meetings of said body.