



Canadian Association of Nurses in Oncology
Association canadienne des infirmières en oncologie

Position Title: CANO/ACIO – Director-at-Large: Communications

Position Type: Volunteer, Board member, position for a 3 year term, renewable once

Revised: November, 2018

Association:

The Canadian Association of Nurses in Oncology (CANO/ACIO) is a national organization established in 1984 to support the efforts of Canadian nurses in promoting and developing excellence in oncology nursing practice, education, research, and administration.

CANO/ACIO's mission is "to advance oncology nursing excellence through practice, education, research and leadership for the benefit of all Canadians."

CANO/ACIO's vision is that "CANO/ACIO is a driving force nationally and an influencing force internationally in advancing excellence in cancer nursing across the cancer control spectrum. Canadians across the cancer spectrum have timely access to high-quality nursing."

Position Description:

The DAL, Communications sits on the Board of Directors of CANO/ACIO for a three year term. The DAL-Communications ensures that the association's communications are conducted in a strategic manner and in accordance with the Association's strategic plan/initiatives. The DAL-Communications is not the association's official spokesperson, but ensures that the President and Vice-President are informed and have the necessary and current information to assist them as the official spokesperson. The DAL- Communications is a voting member of the board of directors.

Reporting Relationship:

The Director-at-Large, Communications reports to the Board of Directors.

Responsibilities:

- Implements the communications plan
- Chair of the CANO/ACIO Communication Committee
- Serves as Editor-in-Chief of @CANO/ACIO e-newsletter
- Writes/reviews, and communicates the association's key messages to members, sponsors, media, policy-makers and the general public in collaboration with CANO/ACIO Head Office
- Informs, and updates the board of directors and association spokespersons
- Collaborates with the board of directors to ensure that all CANO/ACIO resources and materials are promoted, and communicate the association's key messages
- Oversees the organization public relations efforts, i.e. Oncology Nursing Day and the Annual Conference
- Provides leadership to the CANO/ACIO Communication Committee

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www.cano-acio.ca



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Qualifications:

- CANO/ACIO member in good standing for the previous two years with oncology experience
- Knowledgeable about CANO/ACIO
- Possess excellent decision making, critical thinking and communication skills
- Preference will be given to a bilingual candidate
- The CANO/ACIO DAL-Communication is a Nurse
- Demonstrated leadership ability

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