

### **Prerequisites**

- Must be a Canadian citizen
- Be a member of AAC in good standing
- Maintain a commitment to the AAC Mission and Goals
- Ability to act as liaison between Canadian AAC members and the AAC organization
- Show a willingness / ability to:
  - Network with other Canadian organizations
  - Participate in and show a commitment to adoption reform in Canada
  - Understand issues and challenges within adoption reform in Canada
  - Provide the AAC organization on how to best address the needs of Canadian members to promote the best adoption practices
  - Organize events and people
  - Work well with others
  - Understand coalition building
- Ability to maintain confidentiality
- Willing to sign off on the American Adoption Congress Code of Ethics, Corrective Action Policy, Conflict of Interest Policy and all other documents within the Board Member Policies and Procedures Handbook
- Will make every effort to attend the annual AAC International Conference
- Have E-Mail access

### **Term of Service**

The Canadian Liaison is appointed by the President, and is approved by the Board, and serves at the pleasure of the AAC Board of Directors. The term of service is 3-years.

### **Responsibilities**

- Be the AAC "ambassador" to the Canadian adoption community, promoting the AAC's purpose, goals, and conferences.
- Act as liaison with the AAC Board of Directors and Provinces and Territories representatives in Canada.
- Keep AAC Board of Directors and AAC Legislative Chair informed of reform activities within Canada, changes to provincial adoption laws, and the state of adoption practices within the country.
- Work to build and maintain relationships with major Canadian adoption organizations such as AAC, CCNM, etc.
- Be responsible for training and assisting province and territory representatives in Canada and addressing any questions or concerns.
- Ensure the Canadian section of the AAC website is kept current through the AAC webmaster.

- Canadian Liaison shall submit a year-end report for their region which includes reports from their Representatives and an overview of their region's activities for the year. The report should be complete for submission to the Board of Directors prior to the annual Board meeting.
- Provide input to the AAC newsletter committee on topics of interest to Canadian members and of Canadian topics (recently published books, adoption reform, etc.) of interest to the larger membership.
- Complete other duties as assigned by the AAC President and Board of Directors.