

Policy Manual – Human Resources

H.M.09 Professional Memberships

POLICY STATEMENT

Subject to Budget approval, Senior Administrative Officials shall be entitled to membership and participation in organizations or associations that **are included in their personal services contracts** or are to maintain, where applicable, one's professional status in good standing, and for the professional development of the official.

Professional Administrative Support Staff officers shall also be entitled to membership and participation in organizations or associations that would enhance their knowledge and keep them up to date on matters relevant to their responsibilities as well as maintain, where applicable, one's professional status in good standing. Membership in such associations and organizations is contingent upon approval by the **Director of Education or Associate Director of Corporate Services** and subject to Budget approval.

Purpose

Membership in professional organizations/associations provides individuals with an essential connection to other Catholic education administrators across Ontario and beyond. Such memberships can provide essential professional development and appropriate advocacy for issues essential to Catholic Education.

Responsibility: Director of Education, **Associate Director of Corporate Services and Superintendent of Human Resources**

Regulations

Broader Public Sector Expense Directive, Management Board of Cabinet/Ministry of Finance, April 2011

Broader Public Sector Expenses Directive Implementation Guide for Ontario School Boards, March 2012

Related Policies: F.P.02 Purchasing Authority

Related Board Committee: Committee of the Whole

Policy Review Date:

BM Original Policy Approved 28 June 1994

Revisions: 01 September 1998, 01 October 2002, 10 2007, 04 June 2012, 19 June 2018, 01 February 2022

To be reviewed every **five** years