



The College of Naturopaths of Ontario

Volunteer Application Form

The College regulates naturopaths in Ontario in the interest of the public. Our mandate is to support patients' rights to receive safe, competent and ethical naturopathic care. The College sets requirements to enter the profession, registers qualified naturopathic doctors, establishes standards of practice and administers a quality insurance program, and provides accountability through our complaints and discipline processes. We are currently seeking volunteers who have a passion working collaboratively with the College to support patient rights and safety.

The College is an inclusive organization. Accommodation is available upon request under the *Ontario Human Rights Code* and *Accessibility for Ontarians with Disabilities Act*.

Steps in the Volunteer Recruitment Process

- Submit a copy of your CV, resume or a brief biography along with this form.
- The application is reviewed alongside the criteria outlined on the following pages.
- If a suitable position is available, you will be invited for a short phone interview.
- This will be followed by a face-to-face meeting with a member of the Committee or program area you are interested in.
- If you and the Committee or program agree and would like to proceed, we will perform a reference check before confirming the appointment.

TO APPLY: Complete this application form and return it with a copy of your CV/resume or a biography to:

volunteers@collegeofnaturopaths.on.ca

Volunteer Opportunities

- Minimum of 1-year commitment
- College volunteers are paid an honorarium for their work. Travel and accommodation costs are also paid for volunteers who are required to meet away from their home/office
- Volunteer opportunities include different kinds of positions with differing time requirements and term lengths.
 - Committees - require preparatory work (usually reading) meeting and meeting attendance. Some meetings may be held by teleconference, but this is at the discretion of the committee chair and is not possible for some of our committees due to the nature of the work.
 - Specific Programs - require half day or full day work with fewer meetings.
 - Working groups with specific time-limited mandates or tasks.

- Short-term, ad hoc projects that need specific expertise or input from the public or from the naturopathic community, such as reviewing exam questions or infographics/newsletter articles.

Volunteer involvement is based on the successful completion of screening measures and the availability of assignments.

For more details and information about the College, our committees and activities, please visit our website.

Contact information

Name: _____

Mailing address: _____

Email: _____

Daytime phone: _____ Alternate phone: _____

Registration # (naturopaths only): _____

Availability

Thinking about how much time you have on average per month to give to volunteer work, what amount is realistic based on the other commitments in your life:

- Up to 5 hours/month
- 6 – 8 hours/month
- 8 – 12 hours/month
- 12 hours or more to a maximum of _____ hours

What is the most convenient time for you to volunteer?

- Weekday days
- Weekend days

Other Languages

Please indicate if you are fluent in other languages in addition to English:

How did you find out about volunteering at the College of Naturopaths?

Why do you want to volunteer at the College of Naturopaths?

Do you have a preference for any of our volunteer positions?

What relevant training/education do you have?

What relevant work or volunteer experience do you have?

Self-assessment Questionnaire

Please complete the following questionnaire. There are no right or wrong answers. We ask for this information to help us match your experience and skills with the competency requirements needed for various committees and opportunities.

Leadership		
	Yes	Opportunity for Growth
I have the knowledge and understanding of self assessment, monitoring and learning plan developmental methods.		
I have the knowledge of change management techniques and the importance of flexibility in the negotiation and decision-making		

processes.		
Professionalism		
	Yes	Opportunity for Growth
I am able to participate in group discussions in a tactful manner and understand the value of this approach.		
I am diplomatic in my interactions with others.		
I am able to exercise good judgement in my decisions and actions.		
Of Good Character		
	Yes	Opportunity for Growth
I have the knowledge and understanding of ethical responsibilities and dilemmas.		
I am able to respect others regardless of their background, culture, or opinions.		
I am honest in my actions and act with integrity.		
I understand my own abilities, skills and recognize opportunities for my own development.		
Communicator		
	Yes	Opportunity for Growth
I am able to describe my thinking to others in a manner that is clear and concise.		
I am able to listen to others, articulate the views of others and appreciate diverse perspectives.		
Governance		
	Yes	Opportunity for Growth
I understand the role of a Committee and the role of individual Committee members.		
I understand risk management and I am committed to identifying and mitigating organizational risk.		
I understand the concept of accountability and I am committed both		

individually and organizationally.		
I understand the importance of coming prepared to a meeting by reading materials ahead of time to be able to understand, discussion and consider the information being presented.		
Thinks broadly		
	Yes	Opportunity for Growth
I am able to freely express myself without bias toward my own personal or corporate interests.		
I am able to understand and interpret information from different sources, process the information, connect concepts and ideas, and draw logical connections and conclusions.		
Systems		
	Yes	Opportunity for Growth
I am committed to serve the public and the people of the Province of Ontario.		
I am knowledgeable about the concept of public interest and the ability to place interests of the broad public ahead of the interests of individuals and organizations.		
I am knowledgeable about the healthcare system in Ontario and Canada; the roles played by different levels of government and institutions; and have a good grasp of the political, economic and social context within the health care system.		
I am knowledgeable about the health regulatory system, its purpose, and how it functions.		

The College of Naturopaths respects your privacy. The College of Naturopaths of Ontario is collecting your personal information in order to identify suitable volunteer opportunities. Information is retained and stored in accordance with provincial and federal privacy protection laws.

I understand the College of Naturopaths of Ontario keeps volunteer applications on file for six months for those individuals who were not assigned to a role. By checking this box, I am confirming that I want you to keep my application on file.

Date: _____

Signature: _____



The College of Naturopaths of Ontario

Declaration of Volunteer Eligibility

I, _____, do hereby declare the following:

1. I have not declared bankruptcy in the past seven years.
2. I have not previously had any regulatory outcomes (Oral cautions, SCERPS, Incompetency, incapacity, or professional misconduct findings) from any other regulatory body or college.
3. I have basic computer literacy skills including email, word processing, and spreadsheets.
4. I conduct myself appropriately on social media and have no concerning posts relating to any regulated profession or related topics.
5. I am not conflicted by any previous involvement with a professional association or educational program for the profession and/or members of the profession over the past two-years.
6. I have no current criminal charges under the *Criminal Code of Canada* or Provincial offences and no prior convictions, other than those that would be deemed to be minor offenses.
7. I am not engaged in any legal action against the College of Naturopaths, the professional association, educational program or any Member of the profession.
8. I am 18 years old or older.
9. I am able to commit to attending an orientation session offered by the College.
10. I am not a member of a council of any other College regulated under the RHPA.
11. I have the availability to meet the needs of the committee or program to which I will be assigned and on-going training.
12. I am unaware of any potential conflict of interest in which my personal, professional or financial relationship with a staff member or a member of the profession would affect my judgment.

I hereby declare, that to the best of my knowledge, the information on this form is true and complete.

Declared this _____ day of _____, 20_____

Print Name

Signature