



## **Supporting Local Physician Recruitment Working Group Terms of Reference**

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### **Mandate**

The purpose of the working group is to collaborate with one another to support local physician recruitment. This is an active working group where all members of the working group will contribute to the working group's success. The group should develop a workplan for the group as soon as reasonably possible.

### **Membership**

Members of the working group may include:

- One local child care operator
- One member of the human resources team from Interior Health Authority (e.g., recruitment team)
- At least one member of the clinical operations team from Interior Health Authority (e.g., Director of Clinical Operations for the South Okanagan)
- At least one member of the Division of Family Practices
- At least one individual that self identifies as Indigenous
- At least one member from the Town of Oliver
- At least three members of the public with direct knowledge of the group's mandate

Any individual on the working group should have experiences, skills, and/or knowledge that directly aligns with the purpose of the working group. While the working group should strive for the above membership, the working group may use consensus to add other individuals to the group with skills, knowledge, and/or experiences that directly support the group's mandate.

### **Meetings of the Working Group**

The working group shall meet at a minimum of twice annually, generally on days and times that work for most of the members of the working group.

## **Positions of the Working Group**

The working group may identify a chair and co-chair of the working group. These positions shall generally chair the meetings of the working group and help develop the agendas for meetings of the working group.

## **Expectations of Working Group Members**

Generally working group members shall:

- Stay focused on the working group's mandate,
- Meaningfully contribute to the success of the working group by actively participating in the working group's workplan,
- Positively represent the working group in the community, and
- Be willing to be creative, thoughtful, and innovative.

## **Roles**

Every member of the working group has a role to ensure the success and impact of the working group. It is expected that the working group will ensure each member is actively participating and contributing to the working group's action plan.

For clarity, the Town of Oliver has offered to fulfill the roles of convenor and coordinator for the working group and the community effort to recruit and retain physicians. The Town is helping the working group get established and will support the working group moving forward (e.g., agendas, minutes, development and implementation of a workplan); the Town is not taking on the role of acting as a recruiter of physicians to Oliver.