

About RNAO's Executive Network Structure

RNAO is led by registered nurses, nurse practitioners, nursing students and IEN associates across Ontario. To help support members involved in speaking out for nursing and speaking out for health, we have an executive network structure. This structure pairs executive members representing interest groups, chapters, and regions without chapters with resources and support from home office. The executive roles included in this structure are:

- Chair
- Communications Executive Network Officer
- Social Media Executive Network Officer
- Finance Executive Network Officer
- Membership Executive Network Officer
- Policy and Political Action Executive Network Officer
- Student Executive Network Officer (undergraduate)
- Workplace Liaison Executive Network Officer (chapters only)

For each of these positions, there is a designated RNAO staff resource person.

Executive Network Officer Roles in Brief

Chapter or Interest Group Chair Home office contact: Chevonne Cordle ccordle@rnao.ca ext. 208	The central person in the executive acts as a crucial point of contact for home office and brings together the work of the whole team. Key responsibilities include: • organize and chair executive meetings • produce Members' Voices reports to share the work of the group • attend and represent the group at RNAO meetings (November assembly, May AGM, and February/March Queen’s Park Day) as well as in the public and the media as needed • recruit, mentor and support other executive members in their roles • ensure dissemination of information from RNAO to executive and chapter/region without chapters/interest group members • manage funds along with the finance executive network officer (ENO) • submit activity and finance reports to Home Office, twice annually • work with Executive committee to produce two communications and host one event each year • attend role orientation session and home office check-in meetings • meet (in person or virtually) with respective Executive as needed (recommend once every month or two)
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Communications Executive Network Officer Home office contacts: Victoria Alarcon valarcon@RNAO.ca, ext. 211 and Madison Scaini mscaini@RNAO.ca ext. 274	The Communications ENO helps spread the word about your chapter, region or interest group to the public and the media. As part of the executive team, this person: • establishes working relationships with reporters in media outlets in your local/specialty area • helps enhance the profile of RNAO and your chapter, region without chapters or interest group by monitoring media stories and alerting the communications department to opportunities for media or event coverage • drafts letters to the editor, op-ed pieces, media releases/advisories and seeks media interview opportunities with the support of the communication department's staff • informs RNAO home office about media coverage your chapter, region without chapters or interest group received as a result of interviews with media outlets • attend February/March Assembly meeting in Toronto • attend role orientation session and home office check-in meetings • meet (in person or virtually) with respective Executive as needed (recommend once every month or two) Learn more in our guide to the communications ENO role and Media Relations Toolkit.
Finance Executive Network Officer Home office contact: Asad Zaidi finance@rnao.ca ext. 292	The Finance ENO provides the financial management for the executive team of the Chapter, region or interest groups. Their duties include: • create a budget each year, together with the rest of the executive • keep a bank account and records of the group's revenue and spending • provide financial reporting to home office annually by the end November or early December. • attend role orientation session and home office check-in meetings • meet (in person or virtually) with respective Executive as needed (recommend once every month or two)

Membership Executive Network Officer Home office contact: Carrie Edwards cedwards@RNAO.ca ext. 222	The Membership ENO is the person on the executive team concerned with recruiting and retaining members to the group. To this end they are engaged in: • recruitment efforts for potential members; i.e., events, displays, email or regular mailings (Canada Post) • engaging and encouraging existing members to get involved (home office can assist in coordinating email communications to members) • recognizing great members by submitting nominations for RNAO Recognition Awards, together with the rest of the executive team • reaching out to former members to ask them to rejoin • attend November 2025 Assembly meeting in Toronto • attend role orientation session and home office check-in meetings • meet (in person or virtually) with respective Executive as needed (recommend once every month or two)
Policy & Political Action Executive Network Officer Home office contact: Ann-Marie Morris amorris@RNAO.ca ext. 220	The Policy and Political Action executive member (PPAN) is the leader responsible for the group's advocacy efforts, and is the point person for political action activities. Their role includes: Actively support RNAO initiatives by engaging your MPP, MP or municipal politician to participate in: Queen's Park Day (held annually in February), Queen's Park at Work (held annually between May – July), Queen's Park on the Road (held annually between September – November) and all candidate debates. • Promoting RNAO's Action Alerts to your Chapter or Interest Group, including posting on social media accounts (connecting with the Chapter or Interest Group Social Media ENO may be required) • Inform colleagues in Chapter or Interest Group of RNAO's political action opportunities Distribute and present evidence-based resources to political representatives on priority nursing, health, social and environmental issues impacting nurses and Ontarians • Attend five virtual meetings each year with other PPANs and RNAO's Nursing & Health Policy Department. Provide an update on behalf of your group on any policy and/or political action activities being led. This is also an opportunity to network with other PPANs across Ontario. Additional meetings may be added as required • attend role orientation session • meet (in person or virtually) with respective Executive as needed (recommend once every month or two)

Social Media Executive Network Officer Home office contact: Anukul Thakur athakur@RNAO.ca ext. 210	This position is the point person for the group's social media profile. As part of the executive team, their responsibilities can include: - managing the group's social media presence - updating your group's pages: http://chapters.RNAO.ca for chapters and regions without chapters http://RNAO.ca/connect/interest-groups or freestanding sites for interest groups - working closely with the communications ENO, the social media ENO reaches out to members and engages them in the goals and the work of your group online - attend role orientation session and home office check-in meetings - meet (in person or virtually) with respective Executive as needed (recommend once every month or two)
Student Executive Network Officer (undergraduate) Home office contact: Judy Liou jliou@RNAO.ca ext. 201	The Student ENO is the person on the executive team responsible for providing a student perspective to their respective executive. Their role includes: - Attend meetings within respective Chapter / Interest Group (IG) - Attend quarterly meetings with the home office contact, providing updates on new initiatives & student perspectives from their Chapter / IG - Connect with NSO (Nursing Students of Ontario) to help promote their events and initiatives to their respective Chapter or Interest Group and vice versa - Liaise with RNAO Student Ambassadors to help promote RNAO student membership campaigns and other initiatives and events - Connecting to the nursing student community, doing outreach and encouraging other students to join and get involved in group activities. - attend role orientation session - meet (in person or virtually) with respective Executive as needed (recommend once every month or two)
Workplace Liaison Executive Network Officer Home office contact: Leanne McCartney lmccartney@RNAO.ca ext. 220	This role is exclusive to chapters and regions without chapters, due to its geographical focus. As a member of the executive, the Workplace Liaison ENO is responsible for connecting with workplaces in their area. Aid in recruitment, retention and engagement efforts in their organizations. They bring the interests of nurses at work to the executive and help to recruit new individual workplace liaisons in nursing workplaces when needed.

- attend role orientation session and home office check-in meetings
- meet (in person or virtually) with respective Executive as needed (recommend once every month or two)