

In discussions with Helen Long, CEO Dying with Dignity Canada (DWDC), I have been working with fellow volunteer Cheryl Wertman to create a Toronto Chapter of DWDC.

We have done some preliminary work to lay the foundation for the chapter and to determine how it might best be organized. A founding Executive Committee is being established consisting of the following positions: Chair, Vice-Chair Programs, Vice-Chair Communications, Secretary/Treasurer, MAID Support Committee Lead, Event Administration Committee Lead, Advocacy Committee Lead and Web & Social Media Committee Lead. The Chapter's work will focus on information, education and advocacy. This means communications will be a particularly important part of the chapter's activities. It is important to note that for the time being, the coordination of the witnessing program for the Toronto area will remain with the DWDC head office.

With respect to time commitment, it is expected that, to start, the group will meet remotely every week or two until the group has coalesced and has developed a plan of action for activities in the coming year. Meetings will be no longer than 1.5 hours but there will be a time commitment of approximately 15 -20 hours a month for other duties and responsibilities depending on the position.

Towards that end, we are looking for volunteers with specific skill sets to fill the following positions. If you are interested, please respond indicating in which position you are interested, providing a brief summary of qualifying skills and a statement of why you would like to become a founding member of the Toronto Chapter.

#### **POSITIONS YET TO BE FILLED**

##### **Web & Social Media Committee Lead** responsible for:

- Developing and maintaining of the chapter's online and social media presence as part of the overarching communication strategy
- Designing communication materials

##### **Event Administration Committee Lead** responsible for:

- Providing administrative support for meetings and events
- Registering participants at events; providing event planning and on-site support

##### **Secretary/Treasurer** responsible for:

- Taking, distributing and archiving meeting minutes and agendas
- Providing fiduciary oversight to financial resources of the chapter
- Responding to routine correspondence.

Thank you for your time and I look forward to hearing from you.

Mary Anne Cecutti  
Chair, DWDC Toronto Chapter