

# SO YOU WANT TO BE AN OACETT LEADER?

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February 3, 2026

# WELCOME & OVERVIEW



**Christopher van Dop, C.E.T.**  
President, OACETT

*We would like to begin by acknowledging that this land has been a site of human activity for thousands of years. We honour and respect the diverse Indigenous peoples connected to the territories from which each of us is joining the meeting today.*

*We recognize the enduring presence of Indigenous peoples on this land and express our gratitude for the opportunity to live, work, and gather here. We are committed to understanding and acknowledging the histories, cultures, and contributions of Indigenous peoples, and we strive to build positive and respectful relationships.*



# AGENDA

1. Welcome and Overview
2. OACETT's Leadership Landscape
3. Roles, Responsibilities and Expectations
4. Essential Skills for Effective OACETT Leaders
5. Pathways to Leadership and Getting Involved
6. Real-World Insights and Challenges
7. Next Steps and Call to Action
8. Q & A and Closing



**Before we get started today, please let us know where you are joining from so that we get a sense of interest from across the province?**

# OACETT'S LEADERSHIP LANDSCAPE



**Stephanie Nuttall-Pesheau, C.E.T., CAPM**  
President – Elect, OACETT

2025 - 2027

# STRATEGIC PLAN



ONTARIO ASSOCIATION OF CERTIFIED ENGINEERING  
TECHNICIANS AND TECHNOLOGISTS

# MISSION & VISION

## MISSION

*OACETT advocates for, supports, and regulates certified professional engineering and applied science technicians and technologists in every stage of their career to foster safe and secure communities and successful businesses within Ontario.*

## VISION

*Every engineering and applied science technician and technologist is certified, recognized and celebrated for their professional qualifications and competency.*

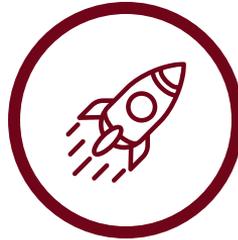
# OUR VALUES

*as an organization and as individual members*

Professionalism



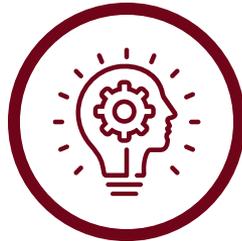
Growth



Recognition



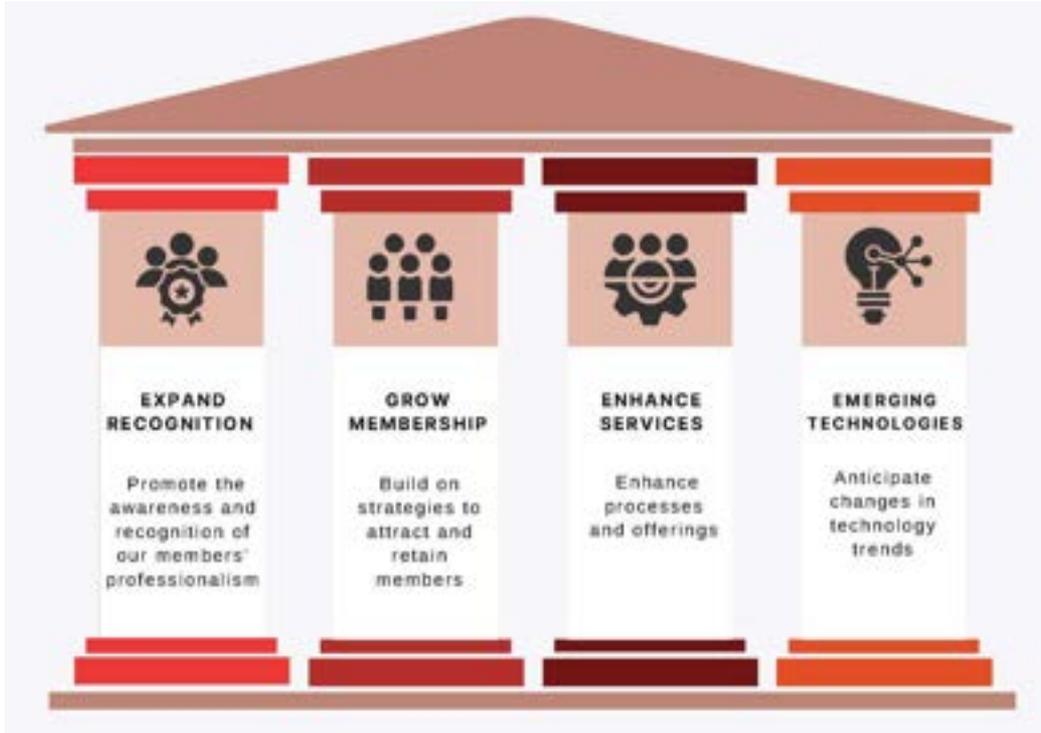
Relevance



Belonging



# STRATEGIC PILLARS

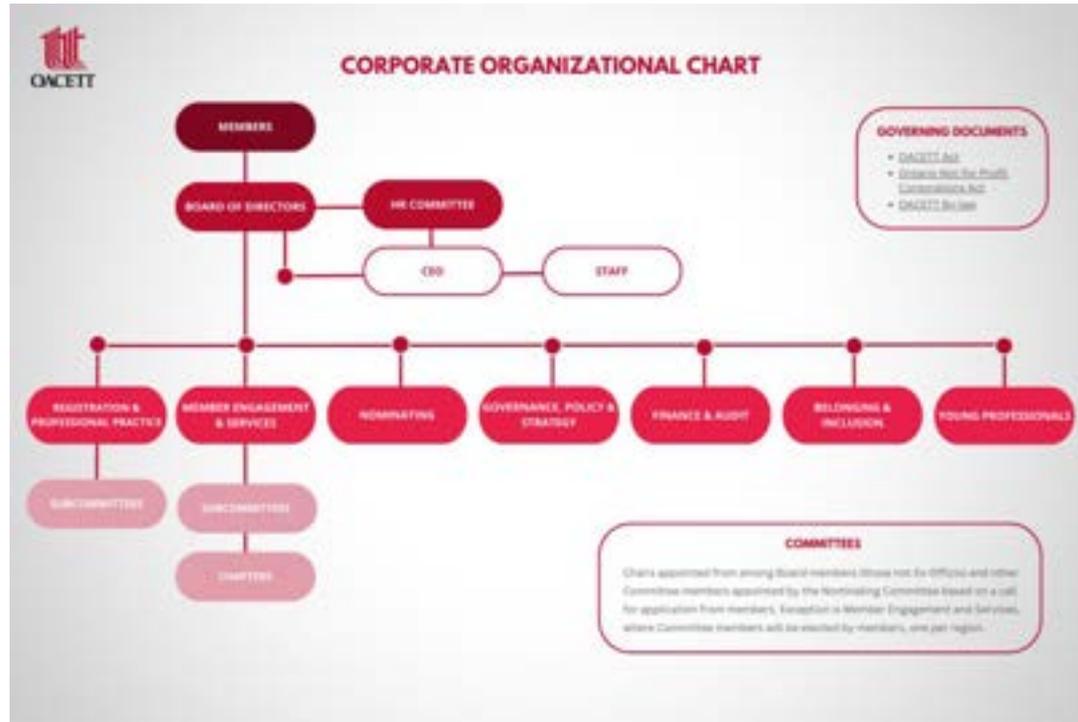


In the 2025 to 2027 OACETT Strategic Plan, four strategic pillars along with aligned actions and measures were identified.

# HOW DOES LEADERSHIP SUPPORT THESE PRIORITIES?

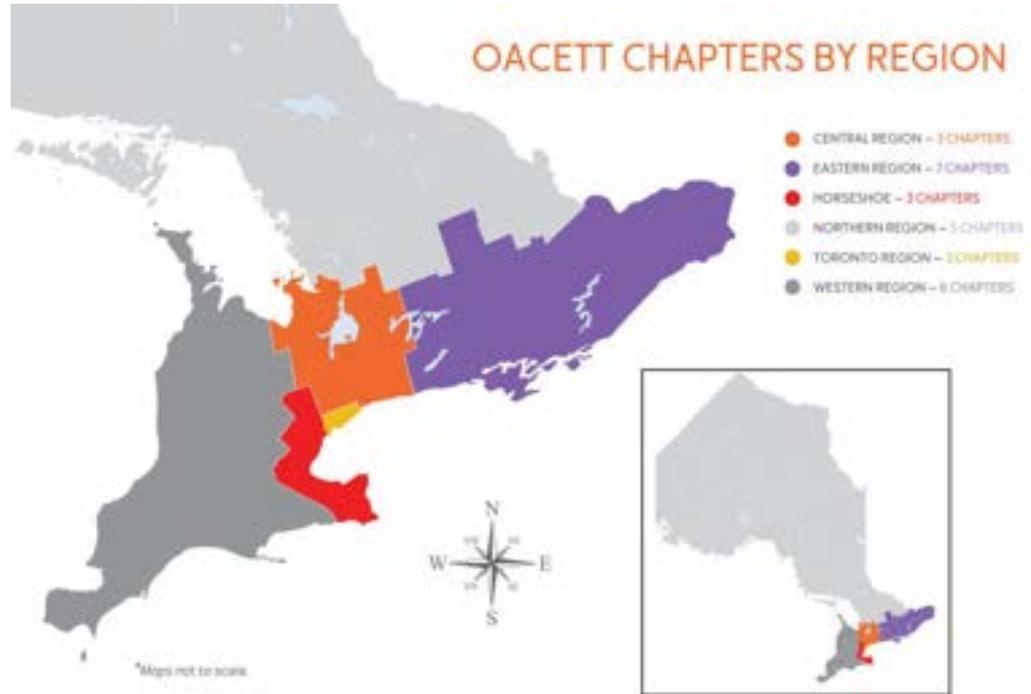
- OACETT's strategic plan is the roadmap for the organization's activities
- OACETT leaders are accountable to the members for progress against these priorities, therefore planning at all levels of the organization should be able to demonstrate how at least one of these priorities will be advanced
- Examples:
  - Chapters can help to support membership growth
  - Committees can help to support the enhancement of programs and services
  - The Board of Directors approves annual initiative plans and budgets to support all strategic priorities

# OACETT GOVERNANCE- ORGANIZATION CHART



# OACETT GOVERNANCE – CHAPTERS & REGIONS

Chapters are the **backbone of the Association** that provide networking, events, professional development opportunities, outreach and membership promotion



# LEADERSHIP ROLES

## Chapter Executives

- ✓ Operation of the chapters is governed by the Chapter Operations Manual
- ✓ Each chapter executive is elected at the Annual Chapter Meeting for a one-year term of office in the following positions:
  - Chair, Vice Chair, Past Chair, Secretary, Treasurer, College Liaison, Women in Technology (WIT) representative, Members at Large (max 5)
- ✓ Chapters are funded through a combination of a basic operating grant and supplemental per capita grant based on the number of members in the chapter
- ✓ Chapter Executives develop an annual plan for the chapter and submit a budget to fund the plan

# LEADERSHIP ROLES

## Subcommittees

- ✓ Currently the Registration and Professional Practice Committee and the Member Engagement and Services Committee have a number of subcommittees
  - ✓ Examples: Complaints and Discipline, CPD, Fellow, Awards
- ✓ Each Subcommittee is chaired by a Committee member
- ✓ Other subcommittee members are recruited from the membership at large and appointed by the committees
- ✓ Subcommittees have the same two-year terms as the Committees

# LEADERSHIP ROLES

## Committees

- OACETT has the following standing committees:
  - **Registration and Professional Practice**
  - **Finance and Audit**
  - **Governance, Policy and Strategy**
  - **Nominating**
  - **Member Engagement and Services**
  - **Belonging and Inclusion**
  - **Young Professionals**
  - **Human Resources**
- ✓ Each committee is chaired by a Board member
- ✓ All other committee members (except for Human Resources) are recruited from the membership at large and appointed by the Board of Directors on the recommendation of the Nominating Committee
- ✓ Committees have the same two-year terms as the Board of Directors

# LEADERSHIP ROLES

## Board of Directors (BOD)

- ✓ OACETT's Board of Directors is made up of 14 members who are sworn in every two years for two-year terms at the Annual General Meeting. The Board members, are elected or recommended to the Board by the Nominating committee
  - **3 Officers** - President-Elect (elected in January of term year), President -Board Chair (acclaimed) and Past-President (acclaimed)
  - **6 Regional Board members** – one from each OACETT region (elected slate at AGM)
  - **Young Professionals representative** (appointed by Board; two-year term)
  - **Student representative** (appointed by Board; one-year term)
  - **2 appointed members** – Public Representative, Heads of Technology (HOT) representative (appointed by Board; two-year term)
  - **CEO** – ex officio, non-voting
- ✓ OACETT's Board of Directors is the overarching decision-making body

# LEADERSHIP ROLES

## Special Initiatives and Subject Matter Experts

- ✓ If you are concerned about the longer-term commitment of the other opportunities discussed, there are still ways for you to participate in OACETT leadership
- ✓ Special initiatives are typically time-limited commitments, like our labour market study advisory group and our governance transition task force
- ✓ OACETT also maintains a list of volunteer subject matter experts in all 15 of our disciplines, who are called upon when expertise is needed in areas like resources, CPD and government relations



**Based on this overview of the OACETT Leadership Landscape, which opportunity is of most interest to you?**



# **ROLES, RESPONSIBILITIES AND EXPECTATIONS**

# EXPECTATIONS – WHERE ARE THEY DEFINED?

There are multiple places that the expectations of volunteer leaders are defined:

- The By-law
- The Board of Directors Duties and Responsibilities (Policy GP103)
- The Board of Directors Code of Conduct (Policy GP104)
- Committees of the Board (Policy GP105)
- Committee and Subcommittee Terms of Reference
- Chapter Operations Manual
- OACETT's Code of Ethics and Rules of Professional Conduct

*Understanding and adhering to these expectations will contribute to the effective governance of the Association*

# CORE RESPONSIBILITIES OF VOLUNTEER LEADERS

## **Fiduciary duty as a volunteer leader includes:**

- Duty of Care
- Duty to Exercise Power (to supervise/govern & pursue objects)
- Duty to Comply (with the law and governing docs)
- Duty to Avoid Conflict of Interest
- Duty of Confidentiality
- Duty to Continue (i.e., not resign precipitously unless unavoidable)
- Financial Oversight
- Key decisions/recommendations on strategy and policy

# GOVERNANCE VS. MANAGEMENT

- ✓ The Board has one employee – the CEO



Any direction to staff should go through the CEO. (While the Registrar also reports directly to the Board from a regulatory independence perspective, that does not include staff performance).

Staff resources are limited – the addition of new projects should always consider what we will stop doing or do differently to create capacity, or the budget should include increased capacity

# GOVERNANCE VS. MANAGEMENT

- ✓ Board and Committees define where to go  Staff are responsible for how to get there
- ✓ Most of us work in operations and will have to resist the temptation to contribute at that level – our role is strategic oversight and forward planning  “Noses in, fingers out”
- ✓ Chapters function a bit differently and are more “hands on” operationally, though still supported by staff as required

# ADVOCACY AND REPRESENTATION OF MEMBERS

Although some leaders may be elected by region and others appointed to represent specific groups within the association or external entities **your fiduciary duty as a leader is to the Association as a whole.**

**You are a representative of your constituency** (i.e. you bring forward their position and perspective) not for your constituency (i.e. you make decisions in the best interest of the whole Association, even if it may not be in the best interest of your particular constituency group. That includes the interests of chapters and committees on which you may serve).



# TERMS

- ✓ The terms for provincial-level volunteering (Board, Committees, Subcommittees) are all two years. Board terms begin at the first meeting following the AGM in a transition year, Committee terms begin in September of a transition year, and Subcommittee terms begin the following January.
- ✓ Terms for Chapter Executives are currently one year, but it is being discussed whether these should move to two years to align with the other governance terms
- ✓ Chapter terms commence as of the Annual Chapter Meetings in each Chapter, which take place between January and April

# TIME COMMITMENTS

- ✓ These can vary. These are outlined to the best extent possible in the Terms of Reference (TOR).
- ✓ The Board meets 5 times per year, as do most Committees in order to inform the Board meetings. Subcommittees vary based on their mandate. The Board meets in person twice per year, all other meetings are virtual. All Committee and Subcommittee meetings are virtual
- ✓ Chapter Executives typically meet monthly and may be virtual, in-person or hybrid
- ✓ All roles may result in additional commitments related to events, preparation for meetings, group work between meetings, etc.

# COLLABORATION

- ✓ Leaders need to recognize the importance of that representative role and how quickly a reputation can be damaged through unprofessional performance.
- ✓ There are multiple stakeholders with whom OACETT leaders must collaborate: other volunteers, staff, colleges, external partners, local community organizations
- ✓ In that capacity, OACETT leaders become the face and voice of OACETT, creating an impression of us as an organization of professionals

# ETHICS/CONFLICTS OF INTEREST

- ✓ OACETT's Code of Ethics and Rules of Professional Conduct provide a solid foundation for the expectations of the behaviour of OACETT leaders
- ✓ Conflicts of interest, real or perceived can have a significant impact on organizational reputation
- ✓ Board and Committee meetings start with an invitation to declare conflicts of interest
- ✓ If in doubt, declare!



# **ESSENTIAL SKILLS FOR EFFECTIVE LEADERS**

# ESSENTIAL SKILLS

- ✓ Communication and Active listening
- ✓ Decision-making and consensus-building
- ✓ Financial literacy
- ✓ Inclusion, equity and respectful leadership
- ✓ Leading as a volunteer (e.g. influence without authority)



# PATHWAYS TO LEADERSHIP

# HOW DO I GET ON A LEADERSHIP TRACK?

- ✓ We have discussed some of the key entry points like the Chapter Executives, Subcommittees, Committees, Special Initiatives, Subject Matter Experts
- ✓ Communications are sent to all members when these opportunities are open for application
- ✓ Chapter Executives are elected by the members of the Chapters
- ✓ Subcommittee members are appointed by the Committees
- ✓ Committee members are recommended by the Nominating Committee and appointed by the Board of Directors
- ✓ Formal and informal mentorship opportunities are available

# WHAT CAN I DO TO PREPARE?

- ✓ Monitor your emails!
- ✓ Review the applications, Terms of Reference and Policies and be prepared to demonstrate how your skills and experience would add value
- ✓ Determine what opportunities would best match your strengths and interests
- ✓ If you are interested in a role, seek a mentor or a champion – build visibility and relationships with those already in the roles
- ✓ Don't wait to be tapped on the shoulder – be proactive in communicating your interest and putting your application forward
- ✓ Seek feedback if your initial application is not successful and work to address any identified gaps



# INSIGHTS AND CHALLENGES

# INSIGHTS AND CHALLENGES

- ✓ Balancing volunteer leadership with professional and personal life
- ✓ Navigating differing perspectives and personalities
- ✓ Managing change in a not-for-profit environment, including multiple layers of approval

# OUR STORIES





## **NEXT STEPS AND CALL TO ACTION**

# NEXT STEPS

- ✓ The most immediate opportunity within OACETT is on a Chapter Executive. Annual Chapter meetings are happening between now and April 15 – watch your email for dates and information about vacancies
- ✓ OACETT just completed its governance cycle for the Board of Directors and provincial Committees last spring. The next call for applications will be in the spring of 2027. Some subcommittees may still be coming up for appointments this spring
- ✓ Calls to stand for President-Elect will go out this fall
- ✓ Subject matter experts are welcome at any time – we are currently looking to build an advisory group in environmental site assessments



**Q & A**

# THANK YOU!

Contact [president@oacett.org](mailto:president@oacett.org) or [presidentelect@oacett.org](mailto:presidentelect@oacett.org)