

## **Call for Nominations for the Villa Cathay Family Council Executives**

### **華宮家人委員之執行委員提名辦法**

A family council is a group of persons who are the contact person, representative or relatives of the residents in a long-term care home. The council meets regularly with the operator to promote the interests of residents in the care home and the involvement of residents in decision making relevant to their daily living.

家人委員會是由住在長期護理機構長者的聯繫人、代表或親戚所組成。家人委員會定期與長期護理院的代表會面，提倡長者福祉，以及長者在日常生活相關決策上的參與。

The mission of the Villa Cathay Care Home Family Council is for improved communication and collaboration between family members and Villa Cathay Care Home staff, and management by working collaboratively with the facility's staff and management on projects that enrich the lives of persons in care, making recommendations to decision makers, and communicating common concerns and ideas for improvements.

在華宮安老院，家人委員會的成立宗旨是促進家庭成員與華宮的工作人員以及管理團隊之間的溝通與合作，包括共同合作改善及豐富長者的生活、向決策者提出建議、並傳達共同的關注和改進項目。

The family council executives thus take the responsibility of fulfilling the mission of the Villa Cathay Family Council and are the designated people communicating and coordinating relevant matters with families and the operator outside of the schedule council meetings. Serving as the Executives of Villa Cathay Family Council is voluntary and there is no remuneration for service.

家人委員會的執行委員以家人委員會的宗旨為首要任務，並在一般例會之為擔負起與其他家人以及華宮安老院溝通及統籌事務的職責。執行委員屬義務性質，沒有報酬。

#### **Positions and Term 職位和任期:**

Executive positions include: Chair, Vice-Chair or Secretary.

執行委員包括: 主席，副主席及秘書。

Chairperson: presides over the meetings of the group and represents Family Council at events 主席將負責主持所有家人委員會的所有會議。

- Vice-Chairperson: serves as a replacement, presiding over meetings, when the Chairperson is unable to attend 副主席在主席無法出席時代理主持會議。
- Secretary: takes minutes at the meetings and keeps all records or correspondence pertaining to Family Council 秘書將負責會議紀錄，並保存與家人委員會相關的文書。

This term will start July 2021 and serve for a maximum of one year and eligible for re-election at the next Annual General Meeting.

任期從 2021 年 7 月開始，為期一年，可有資格在下屆年度的週年大會上再次參選。

### **Qualifications 資格:**

- Family Members or contact persons of former or current Villa Cathay Care Home residents. 以往或現在的華宮安老院長者的家人或聯繫人。
- Able to attend bi-monthly meetings and the Annual General Meeting
- 能夠參加隔月舉行的例常會議以及週年大會。
- Shared a vision to promote the wellbeing and to enrich the lives of persons in care
- 以促進長者的福祉並豐富其生活為願景。

### **To Nominate 提名方法:**

Please complete the attached nomination form and return to the social worker of Villa Cathay Care Home or via email to [contact@villacathay.ca](mailto:contact@villacathay.ca) by May 15, 2021.

請填妥提名表格後，在五月十五日前交回華宮安老院社工或電郵 [contact@villacathay.ca](mailto:contact@villacathay.ca)。

**If nominating another person other than yourself, the nominee must consent to the nomination and complete all questions on the nomination form.**

**若您提名其他人，被提名人必須要同意並填妥表格上所有問題。**

The Annual General Meeting and Election of Executive Members will be held on

**Saturday, June 26, 2021 at 10am.**

**週年大會及選舉將在二零二一年六月廿六日(星期六) 上午十時舉行。**