



COMMUNICATIONS COMMITTEE Terms of Reference

Purpose:

The Communications Committee provides strategic guidance for the successful conveying and sharing of ideas to and between the Society's members.

Functions:

- Develop/promote communication between the Society and its members as well as between the Society and the critical care medicine community.
- Maintain the Society's website (revision, content management).
- Maintain/monitor a secure electronic web space that allows members to freely communicate ideas.
- Publish a twice-yearly electronic Newsletter for members.

Accountability:

- Copies of all correspondence and minutes from this committee to the Executive.
- Before dissemination to general membership, all documents from this committee to be reviewed by the CCCS Executive.

Membership:

- Members to be recruited by an open letter to the membership of the CCCS.
- Size of committee, including the Chair, to be limited to 5 individuals.
- Chair to be chosen by the CCCS Executive.
- Term of membership and chair: 3 years, staggered.