



## Terms of Reference 2019 -2020

### **Mission Statement:**

The Australian College of Neonatal Nurses is dedicated to the promotion of excellence in the care of neonates and their families. The ACNN NNE SIG supports this outcome by monitoring, informing and making recommendations to the ACNN Executive on all aspects of neonatal nursing education, and by supporting SIG members as they undertake educational roles or projects in neonatal nursing. The SIG also supports research by working collaboratively with the ACNN Research SIG. The ACNN NNE SIG is committed to supporting and facilitating education which contributes to quality outcomes for neonates, rewarding experiences for neonatal nurses and the advancement of our profession.

### **Organisation and Method of Operation**

#### **Meetings:**

Face to face: minimum annually at the ACNN National Conference (ACNN NNE SIG AGM).

Teleconference: minimum twice per year.

#### **Reports to:**

ACNN Executive Committee

#### **Membership:**

Members of the SIG must be current financial members of the ACNN. Membership is open to any ACNN nurse or midwife who is interested in neonatal nursing education.

#### **Office Bearers**

**Chairperson:** Patricia Bromley

**Secretary:** Linda Ng

**Treasurer:** Jennifer Dawson

**Ordinary members:** Anne Walsh, Justine Parsons, Priya Govindaswamy

#### **Minutes**

Taken by secretary and ratified by office bearers. Subsequently uploaded to ACCN NNE SIG webpage

#### **Reporting**

- Annual activity report due 1<sup>st</sup> January and submitted to ACNN Executive Committee.
  - Annual report each year following ratification by the SIG to continue beyond the provisional year, including a list of members.

### **Terms of Reference**

Reviewed yearly. Due November 2020.