

FILLING YOU IN

Calgary Dental Assistants Association

January 2009



Calgary Dental Assistants Association

C.D.A.A.

Executive Committee 08/09

www.calgaryrda.ca

President:

Tina Beaman
Cell: 403-993-0724
president@calgaryrda.ca

Past President:

Max Cross
Cell: 403-607-0029
pastpresident@calgaryrda.ca

President Elect:

Betty Ann MacKinnon
Cell: 403-921-5487
presidentelect@calgaryrda.ca

Secretary:

Karen Allen
secretary@calgaryrda.ca

Treasurer:

Vicky Tatoulis
Cell: 403-698-5564
treasurer@calgaryrda.ca

Education Chairperson:

Vacant

DA Week/DH Month Rep:

Tannis Brown
Phone: 403-912-2665
tdbrown@telus.net

DA Week/DH Month Rep:

Andrea Brown
Phone: 403-948-4958
agaumont1@hotmail.com

Newsletter Editor:

Vacant

Hospitality Chairperson:

Ghada Abusaada
hospitality@calgaryrda.ca

School Advisory Reps:

Angela Johnson
angjohn44@hotmail.com

Parliamentarian:

Danelle Fulawka

Archivist:

Linda Hohm

Director/Mentor

Danelle Fulawka

**GENERAL MEETING:
MONDAY January 19, 2009**

Greenwood Inn
3515-26th Street NE
Calgary, Alberta
6:30pm-9:00pm

SPEAKER:

Dr. Galib Shariff - Calgary Pain Management Centre - 7-8pm
Tamara Kryklywicz - 3M - 8-9pm

President's Message

Happy New Year!

This year will bring us many new changes as Dental Assistants.

First of all, we intend on hiring an Executive Administrator to help us out in making your membership in the Calgary local a more positive one. We hope that by hiring someone to help us on the board, that all of our members will benefit in the general meetings and seminars that we have, and we may even try some new things! Please see the advertisement on the following page and give some thought to joining our team!

Secondly, in 2009 the Continuing Competency Plan is officially underway. This will be a big change for all Alberta Dental Assistants. I believe this new plan will bring us new things and different ways to learn and help each other.

Finally, all the local associations in Alberta have teamed up in writing support letters to bring forward a proposal to the Government of Alberta in order to obtain compulsory WCB coverage in dental offices. This is very important for everyone's health and safety in our chosen career. We will keep you posted on the progress of this mission.

Again, we at the Calgary Dental Assistants Association wish you a very happy new year. Here's to a great year of change!

Sincerely,

Tina Beaman, RDA

NOW HIRING!

EXECUTIVE ADMINISTRATOR TO THE CALGARY DENTAL ASSISTANTS ASSOCIATION

The Calgary Dental Assistants Association is looking for someone to join our team!

Duties include:

- distribution of any correspondence from CADA to the various executive positions
- house the telephone line and fax line
- assist with booking speakers and venues for meetings and seminars plus preparation of materials for seminars and meetings
- attend all executive meetings (one evening per month)
- website maintenance
- newsletter editor for the CDAA "Filling You In"
- initiate various internal and external marketing efforts and promoting events
- maintain and organize all records, contacts, registrations electronically
- participation on other committees as required
- various other duties as required

Qualifications:

- MUST have a home office with internet access
- MUST have administrative background
- working ability with Microsoft Office
- RDA highly recommended
- marketing background ideal
- long term position preferably (min. 2 yr commitment)
- previous experience working on or with a volunteer board
- flexible schedule

This position will require your commitment of UP TO 500 hours per year depending on the tasks involved. Wage will be negotiated and based on applicants experience.

Please email your resume to:
Tina Beaman
president@calgaryrda.ca