



Alberta Human Ecology and
Home Economics Association
Unit 8, 900 Allen St
Airdrie, AB T4B 2M2
phone (403) 945-4476
registrar@ahea.ab.ca

Affiliate Member

Information Package and Application Form

We welcome your application to join us as an Affiliate Member.

An Affiliate member is:

- an individual who holds a degree from a recognized university in a related field and who, by interest and activity, is pursuing the objectives of the Association.

This information package was prepared to assist you in the process of completing your application. If you have any questions, please feel free to contact me at the AHEA office.

Catherine Calder, PHEC
Registrar

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Steps in the Application Process

Submission of Application

The applicant forwards to the AHEA office each of the following completed documents:

- Related Member Application Form. (page 6 in this package)
- Complete set of original University/College transcripts.
- One letter Character Reference.
- Payment of membership fee and non-refundable administration fee with invoice form. (found on the website in the Join Us section)
- Signed Code of Ethics. (page 6 in this package)
- Signed Statutory Declaration. (page 7 in this package)

Applicants are requested to send the original of the complete application package for review, to:

AHEA
Unit 8, 900 Allen St
Airdrie, AB T4B 2M2

Membership Requirements

Education

Applicants for membership as an Affiliate Member must have completed a degree from a recognized university in a related field, and who by interest and activity is pursuing the objectives of the Association.

Character

Applicants must be of good character and reputation.

Definition of Membership:

An Affiliate Member may not hold elective and appointive office, but may serve on committees except the Registration Committee, Practice Review Committee and Discipline Committee, and does not have voting privileges.

This category of membership may not use any title or abbreviation of the Association.

Membership Benefits

Membership in the Association provides numerous benefits:

- a) the opportunity to network with other members with similar goals and interests.
- b) the opportunity to further develop professional competencies
- c) the opportunity to demonstrate these competencies or volunteer in a work environment.

Some of these professional competencies are:

Knowledge and Skills

- *Integrating human ecology or home economics knowledge and theory* to develop practical solutions for problems arising in a variety of situations within the professional's field of practice
- *Displaying credibility as a reliable source* of human ecology or home economics information and services through:
 - effective time management
 - efficient and effective use of resources
 - understanding and assessing needs of clients or client groups
 - effective communication with individuals and the public, showing tact and consideration in relating to others.
- *Advising, demonstrating, teaching and evaluating skillfully* through organizing and conducting programs using various media, or through other methods such as counselling, for the purpose of transferring human ecology or home economics information and services to individuals, families and communities.
- *Exercising responsible judgement* in decision making and problem solving.

Professional Behaviour

Personal attitudes and professional performance bring credibility to the profession when guided by its code of ethics. Professional behaviour includes:

- recognizing one's own professional strengths and areas for further development;
- recognizing opportunities and taking pride in making contributions as a human ecology or home economics practitioner; and
- understanding and respecting the roles of other professionals and co-operating with them.

Other benefits of membership include the opportunity to:

- participate in workshops, conferences and meetings covering different aspects of the profession.
- have access to the member only portion of the website.
- receive provincial and branch newsletters.



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Reference Information

This section includes the AHEA Code of Ethics, reprinted from the Association's Bylaws. A copy of the bylaws will be sent after your application is accepted. Since the bylaws outline the operations of the association, it is suggested that you keep this information on file.

Registration of the Profession

In January, 1989, the Alberta Home Economics Association (AHEA) was registered under the Professional and Occupational Associations Registration Act (POARA), and granted the authority to register qualified members as Professional Home Economists. In 2002, a new name for the Association was registered. The revised Human Ecologist and Home Economist Regulation recognized the new association name as well as an additional protected title.

The current legislation provides the right to the titles Professional Human Ecologist and Professional Home Economist, and the abbreviations P.H.Ec. or PHEc. AHEA members who are registered Professional Human Ecologists or Professional Home Economists have exclusive use of these designated titles and abbreviations.

In working towards becoming a self regulated profession, AHEA established the following objectives:

1. To protect the public through defining standards of education, experience, performance, and conduct for registered members.
2. To define to the public the field of practice of human ecology and home economics and in this way ensure services are known and accessible.
3. To make known to the public a means of redress and discipline of registered members of the profession for unskilled practice and professional misconduct.

Exclusive-use-of-title legislation does not prohibit unregistered persons from practising human ecology or home economics, nor does it require unregistered human ecologists or home economists to abide by the provisions of the act and regulation. Nevertheless, all members are expected to abide by the Code of Ethics.

Code of Ethics

Members of the Alberta Human Ecology and Home Economics Association must:

1. Engage only in those areas of the practice of Human Ecology or Home Economics in which they are competent,
2. Provide competent and responsible service to the best of their ability on behalf of their employers and clients and the community at large,
3. Develop and continually upgrade their professional competence,
4. Observe standard of personal ethics that reflect credit on the profession,
5. Conduct themselves towards other members with fairness and good faith, and
6. Support the Association and further its aims.

Affiliate Member Application Form

Alberta Human Ecology and Home Economics Association

Name (Mrs / Ms / Miss / Mr / Dr) _____

Position _____

Business or Organization _____

Home Address _____

Business Address _____

City/Town _____

City/Town _____

Postal Code _____

Postal Code _____

Telephone _____

Telephone _____

Fax _____

Fax _____

E-mail address _____

E-mail address _____

Preferred mailing Home Business

Preferred E-mail Home Business

Degree(s) _____ Year _____ University _____ Major _____

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5. Conduct themselves towards other members with fairness and good faith, and
6. Support the Association and further its aims.

Upon becoming a member of the Alberta Human Ecology and Home Economics Association, I agree to conduct myself in accordance with this code of ethics

Signature of Applicant Affiliate Member

Date

Have you enclosed:

Please forward original documentation.

- Related Application Form (this page)
- Statutory declaration
- Signed Code of Ethics (page 6)
- Official original University or other education institution transcripts
- Letter of Character Reference
- Administration and membership fees with completed Invoice form (from website).

Send to:

**AHEA
Unit 8, 900 Allen St
Airdrie, AB T4B 2M2**

- A copy of the AHEA Bylaws which includes the Code of Ethics.
- Website password, receipt & member's card.

I am willing to receive AHEA correspondence and branch/provincial newsletters by email Yes No

STATUTORY DECLARATION

In the matter of my application to the Alberta Human Ecology and Home Economics Association towards registration as a Related Member.

I, _____ of _____
(city, town or village)

in the Province/State/Country of _____, DO SOLEMNLY DECLARE:

(1) that I was born on _____, at _____;
(day, month, year) (place)

(2) that I am the person referred to in the documents submitted in support of my application, and that these documents present a true and accurate account of my qualifications;

(3) that I understand that additional documentation and/or information may be required for a true evaluation of my academic credentials to be made; and

(4) that the following is a true chronological summary of my educational history giving names of academic institutions attended, dates of attendance, and diplomas/degrees received:

And I make this solemn declaration conscientiously believing it to be true and knowing that it is of the same force and effect as if made under oath and by virtue of the “Canada Evidence Act”.

Declared before me at _____)

in the Province/State/Country of _____)

this _____ day of _____, 2____)

Declarant’s Signature

Commissioner for Oaths, Notary Public, or J.P.
in and for the Province/State/ Country of
