

AAOHN Board of Directors

General Responsibilities

Position

The Board of Directors serves AAOHN membership by supporting the work of AAOHN and providing mission-based leadership and strategic governance. While day-to-day operations are led by AAOHN's Executive Director (ED) and management company staff, the Board-ED relationship is a partnership, and the appropriate involvement of the Board is both critical and expected.

Overview

- Serve either a three-year term voted by membership, or special shortened two-year term that is Board appointed.
- Term of office begins at close of annual business meeting. Follow Bylaws for specific appointment process.
- There are 5 Directors to represent each geographical region.
- Board meetings will be held every other month or as required and committee meetings, project teams may meet monthly.
- BOD members are required to attend the national conference for a forum day, BOD meeting and post BOD meeting.
- Time allotment depends on committees, project teams and representation done on behalf of AAOHN but approximately 10 hours per month.

Qualifications

This is an extraordinary opportunity for an individual who is passionate about AAOHN's mission and who has achieved leadership stature in their local, state or regional chapter, business or other organization.

Ideal candidates will have the following qualifications:

- Prior experience and involvement with AAOHN (i.e. committee membership)
- Extensive professional experience with significant organizational leadership.
- A commitment to and understanding of AAOHN's mission and vision, preferably based on experience.
- Diplomatic skills and a natural affinity for cultivating relationships and persuading, convening, facilitating, and building consensus among diverse individuals.
- Personal qualities of integrity, credibility, and a passion for improving the lives of AAOHN's members.

Service on AAOHN's Board of Directors is without remuneration, except travel, and accommodation costs related to Board Members' duties.

Accountability

The Board of Directors is accountable to the Members as specified in the bylaws.

Specific Duties

- Serve as an active participant in the development and implementation of AAOHN's strategic plan.
- Review outcomes and metrics created by AAOHN for evaluating its impact, and regularly measuring its performance and effectiveness using those metrics; review agenda and support materials prior to board and committee meetings.
- Approve AAOHN's annual budget, audit reports, and material business decisions; aware of, and meet all, legal and fiduciary responsibilities.
- Contribute to an annual performance evaluation of the ED and management company.
- Partner with the ED, Board President and other board members to ensure that board resolutions are carried out.
- Serve on board committees, member committees and project teams and task forces as assigned.
- Represent AAOHN to stakeholders; act as an ambassador for the organization.
- Attend Board meetings according to the Attendance Policy in the Policy and Procedure Manual.
- Actively participate in the Board's annual self-evaluation.
- Prepare for and participate in meetings: review and comment as needed on meeting minutes.
- Support the development of board reports and materials, as required.
- Perform other duties as assigned by the President.

Board and Membership Committees

The Board of Directors serves on both Board and Membership committees as appointed by the President.

Community Relations

Provide visibility of AAOHN to chapters, states, other nursing and other professional organizations as directed by the President.