



PSNA BOARD OF DIRECTORS

Director-At-Large

ROLES, RESPONSIBILITIES & COMPETENCIES

Summary:

A PSNA Director provides strong leadership to the Association and set a sound and accurate course for its future. He/she participates in setting policy. The Director –at- large identifies environmental trends and develops strategic goals against which to measure the effectiveness of the Association in accomplishing its vision and mission. He/she acts on behalf of the membership according to the mission statement, strategic goals and within the parameters of the bylaws. The Director-at-large fosters the growth and development of the Association.

Specific Responsibilities: Leadership Responsibilities as a Member of the PSNA Board of Directors

1. In collaboration with the President ensures that the Association assesses the needs of its members and of the profession. In collaboration with the other Board members, develop a plan for the future that the Association can follow. The senior leadership may change this plan every two years. The Director-at-large represents and considers the needs of the membership at large.
2. Acts diligently with reasonable skill and prudence. Exercises the corporate and fiduciary duties of the Association consistent with applicable provision of the law.
3. Supports and represents the actions and decisions of the board as a whole.
4. Acts in good judgment by not expressing an individual position on action taken by the board. He/She does not discuss specific actions taken in Executive Business session outside of the meeting, unless approved by the board in the Executive Business session.
5. Acts responsibly within the scope of the powers of the Association as defined by its charter and bylaws.
6. Keeps informed on current issues, prevailing attitudes, and membership needs.
7. Ensures that the status of organizational strength and personnel planning is equal to the requirements of the long-range goals of the Association.
8. Reviews and approves the Association's plans for funding its goals and programs through the approval of the annual budget.
9. Addresses major issues facing the Association through the sharing of ideas and experiences while assigning the operational resolution to the CEO.

10. Serves as appointed by the PSNA president on assigned committees.
11. Upon request of the PSNA President, may serve as an Association representative communicating with PSNA Districts in advance concerning a scheduled appearance in a particular place.
12. Support and defends policies, positions, and programs adopted by the PSNA Board of Directors.

Organizational Responsibilities for the office of PSNA President:

1. Establishes policies and guidelines for the transaction of business, operation and maintenance of a state headquarters
2. Establishes standing and special committees of the board as deemed necessary for the performance of its duties, and defines the purposes and authority of such committees.
3. Appoints and defines the authority and responsibilities of, and annually reviews the performance of the PSNA Chief Executive Officer (CEO)
4. Participates in the regularly scheduled face-to-face and conference call meetings of the PSNA Board of Directors and participates in electronic votes of the board between meetings if necessary.
5. Prior to each regularly scheduled board meeting, carefully reviews all background material and reports to be acted upon by the board.
6. Participates in the PSNA Annual Business meeting and special meetings as a voting representative of the board.
7. Serves as a liaison to the individual PSNA Districts as assigned by the PSNA President.
8. Fulfills other responsibilities as outlined in the PSNA bylaws.
9. Serves as the public relations ambassador for the profession. Acts as the official spokesperson for the Association to the public, press and legislative bodies and state and allied health organization on matters of policy within the confines of the PSNA Board of Directors. Ensures that the association maintains a positive and productive relationships with media, fundraisers, donors, and other organizations. .
10. Promotes PSNA member interest and active participation in the Association and reports association activities to members by means of letters, summaries, speeches, scheduled conference calls, PA Nurse.
11. Financially contributes as a board member to the Nursing Foundation of PA and PSNA political action committee.

Qualifications And Competencies

The Director-at-large must hold current individual membership in PSNA and ANA. He/She may not concurrently serve as an officer of another organization if such participation might result in a conflict of interest with PSNA. The Director -at- large should have familiarity with the PSNA bylaws. He/She should have a strong PSNA organizational and governance experience and/or show strong leadership in other nursing arenas. The Director-at –large should have a familiarity with the PSNA bylaws and other Association policies, positions, programs, activities, and issues.

As a Director, he/she brings knowledge and skills on nursing and professional organizations to the association, and the PSNA Board of Directors related to financial, policy, political, regulatory, practice and standards arenas. He/She brings public speaking experience and can represent the PSNA President and PSNA Board of Directors as an Association spokesperson. Brings the ability to serve as a positive role model for nursing and PSNA. The Director-at-large should possess skills necessary to analyze financial statements, engage in strategic visioning, and use computers and technology efficiently.

Time Commitment

The PSNA Directors-at-large are expected to participate at all board meetings. Quarterly board meetings and possibly committee meetings in addition to 1-2 days every other year for strategic planning, or annually if needed, should be expected. Frequent travel may be required both the PSNA headquarters and other sites to fulfill the PSNA spokesperson role.