



Board
Member



JOB DESCRIPTION

AAMS and the MedEvac Foundation value and seek diverse leadership as defined by race, ethnicity, gender, religion, age, sexual orientation, nationality, disability, appearance, geographic location, and professional level. We seek leaders from all types and sizes of eligible organizations.

Interested parties should contact dkaplan@aams.org. Nominations must be received no later than October 31, 2021.

There are many benefits of serving as a volunteer leader of AAMS, including:

- A significant role in advancing the profession;
- An opportunity to enhance the value of AAMS and MFI to the transport medicine community;
- An opportunity to help lead AAMS and MFI through recently launched 3-year strategic plans;
- Access to up-to-date information about the challenges facing your profession and the industry; and
- The chance to exchange ideas and perspectives with other volunteer leaders.

Mission

AAMS

Advancing the art and science of transport medicine through advocacy, education, and research ensuring high-quality, life-saving care to patients and communities worldwide.

MFI

Advancing innovation in research, scholarship, education, and well-being through philanthropic efforts for the global medical transport community.

Position

The Board will support the work of both organizations and provide mission-based leadership and strategic governance. While day-to-day operations are led by the AAMS and MFI chief executive officer (CEO), the Board-CEO relationship is a partnership, and appropriate involvement of the Board is both critical and expected. Specific Board Member responsibilities are as follows.

EXPECTATIONS OF THE BOARD AS A WHOLE

As the highest leadership body of the organization and to satisfy its fiduciary duties, the board is responsible for

- determining the missions, purposes and strategic directions of AAMS and MFI
- selecting and evaluating the performance of the President & CEO
- strategic and organizational planning
- ensuring strong fiduciary oversight and financial management
- fundraising and resource development
- monitoring and supporting programs and services
- enhancing the public image of AAMS and MFI
- assessing its own performance as the governing body of AAMS and MFI



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EXPECTATIONS OF INDIVIDUAL BOARD MEMBERS

Each individual board member is expected to

- know the organization's mission, policies, programs, and needs
- faithfully read and understand the organization's financial statements
- serve as active advocates and ambassadors for both organizations and fully engage in identifying and securing the financial resources and partnerships necessary for AAMS and MFI to advance the mission and visions,
- leverage connections, networks, and resources to develop collective action to fully achieve the strategic goals of both organizations
- Board Members will consider MFI a philanthropic priority and make annual gifts that reflect that priority. So that MFI can credibly solicit contributions from foundations, organizations, and individuals, 100 percent of Board Members make an annual contribution that is commensurate with their capacity.
- help identify personal connections that can benefit the organization's fundraising and reputational standing, and can influence public policy
- prepare for, attend, and conscientiously participate in board meetings and the annual meeting

BOARD MEMBERS ARE ALSO EXPECTED TO

- follow the organization's bylaws, policies, and board resolutions
- sign an annual conflict-of-interest disclosure and update it during the year, if necessary, as well as disclose potential conflicts before meetings and actual conflicts during meetings
- maintain confidentiality about all internal matters of AAMS and MFI

Board terms/participation

Board Members will serve a three-year term to be eligible for re-appointment for one additional term.

Qualifications

This is an extraordinary opportunity for an individual who is passionate about AAMS and MFI and who has a track record of leadership. Selected Board Members will have achieved leadership stature in business, government, philanthropy, or the nonprofit sector. His/her accomplishments will allow him/her to attract other well-qualified, high-performing Board Members.

Ideal candidates will have the following qualifications:

- AAMS member Company Representatives who are executive-level leaders or organizational sponsored decision makers and who have a letter of support from their employer
- Extensive professional experience with significant executive leadership accomplishments in business, government, philanthropy, or the nonprofit sector
- Demonstrated leadership commitment and involvement with AAMS and MFI.
- Leader in the transport medicine communities with a strong understanding of industry CEOs and C-suite leaders.



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- Commitment to ethics, diversity, equity, inclusion, and civility. AAMS and MFI culture and strategy is built on the expectation of continual dedication to these values and behaviors, and board members should act as models of these traits within the association community. Relevant expertise in the disciplines of organizational management. AAMS and MFI seek to create a board with diverse areas of expertise and experience (for example, fundraising, component relations, finance, advocacy, public affairs, international community-building, and strategic alliances, and partnerships).
- Commitment to participate in approximately six board meetings a year—at least two to three in person.
- Board members are asked to provide financial support to the MFI Foundation, AAMS PAC, the annual meeting, special events and/or campaigns.
- Positive leadership attributes including emotional intelligence; the ability to work collaboratively; proactive and forward-thinking leadership; and the ability to engage in appropriate debate and discussion when needed.
- Visionary and strategic thinker. Demonstrated ability in overseeing new and innovative programs within the candidate's sphere of influence. Examples include but are not limited to implementing and incorporating strategy, leadership, future focus, risk-taking, and an entrepreneurial spirit.



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Roles and Responsibilities of the Board

- **Fiduciary** – The Board is the legally obligated party to ensure that risks to the organization are mitigated and that fiscal responsibility guides revenue, investment, and expenditure activity.
- **Strategic** – The Board authors and champions the strategic plan – intertwining the priorities of the organization into their meetings and work, fluent in its priorities, and conversant in sharing the organizations strategy with varied audiences. The Board, ultimately, needs to have strategic conversations that lead to the best short AND long -term decisions on behalf of the organization.
- **Adaptation of Strategy** – Recognizing that the world, society, and all professions are in an ever-accelerated rate of change, the Board also needs to have enough environmental insight to adapt the strategy and strategic direction so that the organization is pointed to where the future is emerging rather than the reality of the past.
- **Generative & Futurist** – The Board should serve as the compass and true north for the association's direction. To that end, the board should have regular, dedicated time to visioning that future and generating pathing ideas on how to get there.
- **Innovators & Wise Risk Taking** – Alongside visioning the organization's future is an openness to the innovations necessary to adapt and upgrade the association's capacity to advance mission. From high-level process improvement exercises to design thinking sessions to a willingness to experiment and pilot new models, knowing there will be the potential for right-sized risk and failure, the Board looking to continually innovate.
- **Master Listeners** – Board members will naturally come to the table with their singular perspective and that of their close network. To properly represent a larger membership body, avenues of input need to be provided to the Board so that they can be better listeners – asking key questions and considering points of view outside of their own for richer dialogue and better decision making.
- **Voice of Vision/Leadership/Direction/Progress Internally** – Transparency is an issue that arises most in an organization where there is a shortcoming of *meaningful* communications between leadership and those they serve. A key role of the Board is to seek dialogue, narrative, inquiry, and community opportunities to share organizational priorities, accomplishments, and even setbacks so that the membership feels part of the association's story.
- **Voice of Organization & Profession Externally** – No organization operates in isolation – there are allies, competitors, media, legislators and regulators, etc. The Board plays a key role in ably representing the voice of the association to these external bodies with knowledge, enthusiasm, and expertise.
- **Connection with Fellow Leaders in the Organization** – One key to a thriving governance system is a meaningful connection between levels of volunteer leadership. While the Board may primarily spend their time involved with other Board members, ensuring connection and dialogue with fellow volunteers – making sure there is a feeling of 'connection' – is essential for a symbiotic system.



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- **Governance/Volunteer Structure Architects** – The oversight of the governance/volunteer system of the whole – and its alignment to the strategic needs of the association – also falls within the responsibilities of the Board. While much of the active maintenance duties may fall to staff or back-end processes, ensuring that there are measures of health and progress and that they are reported on should be an active expectation of leadership.
- **Role Model in Contribution to Causes** – Whether it is a PAC, an organization's Foundation, or other such key causes, Board members should be exemplars of involvement by contributing. Of course, varied capacities for contribution should be aligned to resource availability – but the expectation of some contribution should be universal.
- **At All Times in Service, Wear the 'Hat' of the Organization** – When serving on the Board, each volunteer must come to the table with priority of what is best for the organization of the whole rather than any single segment or audience. Especially in systems of representative leadership, Board members may voice how a decision could play with specific stakeholders but ultimately should advocate for the best interest of the association.