AVA BOARD MEMBER EXPECTATIONS

The mission of the AVA Organization is to lead healthcare by protecting patients and providers to improve lives.

Please review the following list of expectations and qualifications. If you feel like you are qualified and interested in serving, please submit the application for consideration. If you would like to discuss these responsibilities and qualifications, please feel free to email your contact information to AVA at AVA@avainfo.org and someone from the Board Development Commission (BDC) will reach out to you.

General Function of the Board of Directors:

The Board of Directors is the final authority on operations of the Association consistent with organizational policy and the Association Bylaws. The Board has ultimate responsibility for the control and management of the affairs, funds, and property of the Association including, but not limited to, final approval of the budget and other fiscal matters, and approval of all Board policies. The Board is further responsible for ensuring that the Association fulfills its obligations to the law and the public at large.

Responsibilities of each member of the Board of Directors are to:

2. Manage the affairs of the Association in accordance with the Bylaws and existing Board-approved policies.
3. Keep in confidence all board-related activities, meetings, conversations, and other events.
4. Develop, monitor, revise and execute the strategic plan.
5. Ensure the effective and appropriate use of funds for the purposes of the Association by:
   a. Approve an annual budget.
   b. Monitor the ongoing budget.
   c. Provide for an adequate accounting and financial reporting system.
6. Employ executive staff and ensure they effectively discharge his/her responsibilities.
7. Build a constructive, candid relationship with the executive staff.
8. Participate in annual assessment with executive staff to discuss strategic issues, monitor progress toward goals, and identify opportunities where he/she needs support from the board.
9. Serve as part of the Association’s voting membership.
10. Abide by and sign the Conflict-of-Interest policy annually and discharge their duties in the best interest of AVA while exercising the fiduciary duties of care, loyalty, and stewardship.
11. Set clear expectations for Board Appointed Advisory Groups (BAAG) to ensure appropriate operations and communication with the board.
12. If eligible, hold a professional vascular access certification or the certificate of completion of the industry program is preferred.
13. Review and vote the slate of nominations received from the BDC for at-large members annually.
Qualifications to be an AVA Officer (sit on the executive committee):

1. To be eligible to be an AVA Officer, the individual must have served a minimum of 2 years as an AVA Board member in the past 10 years and be a current AVA member.
2. Meet the following requirements:
   a. Clinical sector must have and maintain throughout the board term a professional vascular access certification.
   b. Industry members must have and maintain throughout the board term a certificate of completion of the vascular access industry program.
   c. The certification or the certificate of completion must be valid and current prior to inclusion on the final slate of candidates. Failure to comply with maintenance of the certification or certificate during the term will result in removal from the board position.
   d. Those individuals that are neither clinical nor medical industry are exempt from the requirement.
3. All Officer Positions will be for a one-year term. Secretary and Treasurer can be reelected for a second 1-year term based on the nomination of the Board Development Committee and election.
4. Willingness to lead Association by understanding and working with the entire Board of Directors and CEO in a manner consistent with achieving Association’s strategic plan.
5. Demonstrated leadership skills, and ability to effectively communicate and think globally.
6. Officers will be asked to serve a two-year term on the BDC at the conclusion of their Board term (except the Presidential Advisor will serve on BDC simultaneously with his/her last year as a member of the Board of Directors).