



BOARD MEMBER POSITION JOB DESCRIPTION

OBJECTIVES

The Members of the Indiana Association for Home and Hospice Care Board of Directors are responsible for keeping the overall values and mission of the Association clearly in focus, insuring that the actions of the Board Committees are in harmony with the mission, fulfilling the legal and ethical responsibilities of the Association, and maintaining the fiduciary health of the Association.

RESPONSIBILITIES

1. Exhibit ethical conduct by actively supporting Board decisions, Board policies, staff activities, ensuring confidentiality and supporting the Association's Ethical Guidelines.
2. Develop the strategic plan.
3. Establish policies and procedures.
4. Employ and evaluate the Executive Director.
5. Periodically review the performance of the Board of Directors and the Association.
6. Attend the Board Retreat, regular and special meetings of the Board of Directors, and assigned committee meetings.
7. Provide leadership and share expertise through active participation in committee and board activities.
8. Assume responsibility for such projects as recruitment of and welcoming new members, and other national, state, regional and local activities, which enhance the Association.
9. Maintain an active presence at IAHHC events such as Legislative Day, Annual Conference, Fall Conference, Regional Meetings, etc.
10. Actively support IAHHC charitable Foundation activities and Political Action Committee.

QUALIFICATIONS

1. Must be a minimum of eighteen (18) years old.
2. Must be a voting designee or alternate of a voting member agency.
3. Must be a resident of and eligible to vote in the State of Indiana.
4. Must anticipate being available to service during the entire term to which elected.
5. A minimum of three years of home and community based services experience is preferred.
6. A minimum of two years of involvement with the Indiana Association for Home and Hospice Care, including committee level participation, is preferred.

7. Membership in other healthcare and professional organizations is encouraged.