



Roles and Responsibilities

ANA-Michigan Board of Directors

Director

SUMMARY:

The Director provides leadership for the association. Participates in developing objectives against which to review program progress and measure the effectiveness of the association in accomplishing its mission. Has legal and fiscal responsibilities to the members of the association.

TERM OF OFFICE:

Directors are elected by the Members for a term of two years.

SPECIFIC RESPONSIBILITIES:

The following responsibilities are in addition to those of a board member outlined in ANA-Michigan Bylaws:

1. Ensures that the association assesses the needs of its members and of the profession.
2. Represents the members at large and considers the needs of the membership.
3. May serve as a representative for the association upon request by the President.

QUALIFICATIONS:

Must be a current ANA-Michigan and ANA member in good standing. Have a current and unrestricted RN license to practice in the State of Michigan. May not concurrently serve as an officer or liaison (or its equivalent) of another organization if such participation might result in a conflict of interest with ANA-Michigan, as determined by the Board of Directors. Must have basic knowledge of parliamentary procedures and have a familiarity with the ANA-Michigan Bylaws and other rules of the organization.

TIME COMMITMENT:

The following is an estimate of time spent in fulfilling the duties of this office:

- 1 day four to five times a year for Board of Directors meetings and other committee meetings held in conjunction with the board meetings;
 - 1 day per year dedicated to strategic planning
- 2 days per year, for the ANA-Michigan Annual Conference & Membership Assembly Meeting;
- 2-6 hours per month, on conference calls with the Board of Directors and/or committees; and

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- Average 2-3 hours per week, reading materials and responding to emails from ANA and ANA-Michigan.