

## **Board of Directors Director-at-Large Position Description**

### **Term**

- Three positions serving staggered terms
- Three-year term

### **Part I: Qualifications**

- Member of the Academy in the Active or Retired classification
- Experience in activities and operations of the Academy
- Participation in national and affiliate and/or district dietetic association activities within the past five (5) years.
- Demonstrated leadership qualities
- Registration with the Commission on Dietetic Registration preferred

### **Part II: Requirements**

- Serve a three (3) year term
- Requires a time commitment of approximately sixteen (16) days each year for virtual and in-person meetings and travel in addition to the Food & Nutrition Conference & Expo™. Additional time is required for conference calls, correspondence, planning, writing reports, etc. Depending on committee or work group appointments and representation at other external organizations' meetings/conferences, this time commitment may be greater
- Employer support in advance is encouraged
- Willingness to commit time and talent to special projects and/or task force assignments from the Board of Directors

### **Part III: Recommended Skill Sets and Attributes**

The universal skill set applies to all positions on the national ballot.

#### **Specific to BOD Director At-Large**

- Possesses experience and familiarity with the role of a board of directors, leadership related to embracing/managing positive change, and policy implementation, promoting a culture of inquiry and communication
- Thinks strategically, globally and futuristically taking into account the needs of the entire membership, including competing factions/trends
- Identifies opportunities, addresses difficult issues and generates solutions
- Differentiates between organizational and professional issues
- Understands board-member-staff interrelationships
- Demonstrates meeting management and facilitation skills

- Ability to work confidently with media
- Demonstrates broad knowledge of the nutrition and dietetics profession
- Exhibits self-confidence with internal and external audiences
- Thinks globally
- Is proactive
- Is visionary

## **Part IV: Functions**

- Serves as a member of the Board of Directors
- Communicates with members and non-members to promote Academy programs, services, and initiatives and to understand and their needs and wants
- Collaborates with Academy organization units (DPGs/MIGs, ACEND, CDR, HOD) and Affiliates to further their understanding of leadership development and pathways
- Represents the Board of Directors at Academy organizational unit and at other external organizations' meetings and conferences as requested by the President, in consultation with the CEO
- Monitors the strategic plan for relevance based on environmental trends and makes recommendations for modifications if needed
- Assists the President-elect in performing gap analysis of representation/diversity inclusivity needs on the Board
- Encourages and promotes inclusion, diversity, equity and access
- Facilitates productive resolution of conflict and consensus
- Performs other duties as may be assigned by the President