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