

SOCIETY FOR ADOLESCENT HEALTH AND MEDICINE (SAHM)

BOARD OF DIRECTORS MEMBERS AT-LARGE

Election: The Board of Directors Members At-Large shall be elected by the SAHM membership as voting members of the Board of Directors to serve a three-year term without renewal. Board Directors Members At-Large shall be elected in a staggered fashion so that two new members are elected annually.

Skills and Qualifications: The Board of Directors Members At-Large shall have: (1) SAHM membership in good standing; (2) previous leadership experience in SAHM (e.g., service on a standing committee or Special Interest Group); (3) expertise in the fields of adolescent health and/or medicine; (4) excellent written and verbal communication skills, including the ability to effectively communicate with the SAHM membership, other Board members, the Executive Director and other administrative staff; and (5) outstanding organizational skills.

Roles and Responsibilities: Consistent with the responsibilities of all members of the SAHM Board of Directors, Board of Directors Members At-Large are responsible for developing and implementing the mission, vision, and goals (core values) of SAHM, for establishing and supervising the implementation of all necessary objectives to meet the goals, for setting policy, establishing formal positions on adolescent health issues, and ensuring the legal and corporate existence of SAHM.

Members of the Board of Directors shall: (1) set policies that determine the purpose, governing principles, functions, activities, and sources of action for SAHM; (2) ensure that SAHM operates within the adopted policies, by-laws and legal requirements; (3) select and employ the external management company that provides administrative support to SAHM; (4) review, monitor, coordinate, and evaluate the operations and standards of performance of all Board Members, officers, committees, and Executive Director; (5) represent the SAHM membership as a whole in the discussion and voting of all SAHM business (includes being knowledgeable of and sensitive to the members' diversity of beliefs and opinions on issues); (6) provide direction and assist in the implementation of all SAHM programs, including the annual meeting, workshops, and any special projects; (7) maintain a thorough knowledge of SAHM's budget and expenditures and monitor all financial activities; (8) ensure that sufficient funds are available for SAHM to achieve its mission and goals and lead programs to develop resources and giving direction to the development committee; (9) approve the annual budget, accept the annual audit report, and approve policies for fiscal accountability; (10) determine the need for and establish formal position statements on specific adolescent health issues and determine which position statements need to be expanded into position papers; (11) review and approve all policy papers submitted by the Director of Publications; (12) approve policies that govern administration of all key personnel such as the management staff and the Editor-in-Chief of the Journal of Adolescent Health; (13) serve as an advocate for SAHM, including, but not limited to, officially representing SAHM at scientific and professional meetings, on professional committees,

councils or coalitions, and before the media when assigned by the President or Board of Directors; (14) assist in recruiting new members and retaining existing members in SAHM; (15) provide counsel, when requested, to the Executive Director and other Board members; (16) keep the Board of Directors informed on issues relevant to SAHM and adolescent health in general; (17) attend and informally evaluate SAHM's annual meeting and provide advice to the Director of Programs; (18) serve as a liaison between the Board of Directors and SAHM committees, as appointed by the President; (19) serve on various sub-committees of the Board of Directors and/or working groups, when appointed by the President; and (20) prepare for and attend all scheduled and called Board of Director meetings.