

## 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
- **Time:** 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
- 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

- Demonstrates servant-leadership
- Possesses experience and familiarity with the role of a board of directors
- Possesses a working knowledge and understands the operations of the Academy
- Thinks strategically, globally and futuristically taking into account the needs of the entire membership, including competing factions/trends
- Demonstrates an understanding of conflict resolution
- Differentiates between organizational and professional issues
- Understands board-member-staff interrelationships
- Demonstrates meeting management and facilitation skills
- Ability to work confidently with the media and internal and external audiences
- Demonstrates ongoing knowledge of the evolving nutrition and dietetics profession
- 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
- 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
- Participates in review of the strategic plan for relevance based on environmental trends and makes recommendations for modifications if needed
- Performs other duties as may be assigned by the President
- Participates in public policy efforts and Action Alerts