



Text in purple is required for all participants.

Contributor

<p>SHSMD Experience</p> <ul style="list-style-type: none"> Member 	<p>Annual Conference Moderator</p> <ul style="list-style-type: none"> Attendee Willingness to remain in session throughout Willingness to perform speaker introductions and administrative tasks 	<p>Annual Conference Round Table Leader</p> <ul style="list-style-type: none"> Attendee Experience and tactics to share on subject of primary interest Group facilitation experience 	<p>Annual Conference Speaker</p> <ul style="list-style-type: none"> Demonstrated expertise and experience related to subject Excellent presentation skills Good speaker references Accepted Call for Speaker proposal 	<p>Member Recruiter</p> <ul style="list-style-type: none"> Understanding of SHSMD mission, benefits, and services Network of associates 	<p>Author (Spectrum, white papers, books, tools)</p> <ul style="list-style-type: none"> Specific subject expertise Demonstrated writing ability Ability to meet deadlines Openness to peer (and staff) review process 	<p>Content/Peer Reviewer</p> <ul style="list-style-type: none"> Expertise on specific subject matter Ability to work and act of a confidential bases Ability to meet deadlines 	<p>Liaison with Local Societies</p> <ul style="list-style-type: none"> Willingness to keep SHSMD updated on leadership changes and activities Ability and availability to promote SHSMD membership and benefits Willingness to conduct focus groups with local members
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Committee/Task Force Member

<p>SHSMD Experience</p> <ul style="list-style-type: none"> Member Interest and commitment to the charge and focus of the committee/task force 	<p>Traits and Expertise Needed</p> <ul style="list-style-type: none"> Interest and commitment to charge and outcomes of committee/task force Availability and willingness to participate in scheduled conference call meetings Openness to new ideas and new ways to approach challenges and problems 	<ul style="list-style-type: none"> Commitment to be an advocate for the work of the committee/task force Good listening skills Creative problem solver Availability to meet deadlines 	<ul style="list-style-type: none"> Willingness to spend time preparing for meetings by reading information provided and reviewing materials developed by or being considered by committee/task force 	<p>Track Team Leader for Annual Conference Planning Committee</p> <ul style="list-style-type: none"> Traits and expertise needed for all committees/task forces Prior experience speaking on topics related to track with strong speaker evaluations and recommendations 	<ul style="list-style-type: none"> Recognized expertise in subject matter related to the track
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Committee/Task Force Chairperson

<p>SHSMD Experience</p> <ul style="list-style-type: none"> Member Prior membership on given committee/task force or membership on related committee/task force Outstanding performances and demonstrated leadership in prior committee/task force role 	<ul style="list-style-type: none"> Demonstrated expertise in focus of committee/task force Willingness to participate in chair training session Ability to serve as strong advocate for work of committee/task force 	<ul style="list-style-type: none"> Demonstrated ability to achieve objectives/ drive action – as shown in previous committee/task force Acknowledged interest in serving on Society Board of Directors Clear understanding of the role of volunteer leaders and the role of Society staff Ability to recommend and recruit volunteers for service 	<p>Other Professional Experience</p> <ul style="list-style-type: none"> Experience in chairing committee/task forces in other volunteer organizations Experience on other boards Senior leader in healthcare organization 	<p>Traits and Expertise Needed</p> <ul style="list-style-type: none"> Ability to achieve objectives Strong facilitation skills Synthesizer Action-oriented Ability to meet deadlines 	<ul style="list-style-type: none"> Creative problem solver Commitment to committee/task force process, e.g. conference calls, emails Willingness to participate in committee/task force evaluations process (360° review)
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Board of Directors

<p>SHSMD Experience</p> <ul style="list-style-type: none"> Member Commitment to Society, its mission, and its members; and support for the American Hospital Association advocacy goals 	<ul style="list-style-type: none"> Service on multiple SHSMD committees/task forces, or outside equivalent Service as chair/co-chair or significant contributor to SHSMD committee/task force or outside equivalent Proven grasp of the most significant issues facing members 	<p>Other Professional Experience</p> <ul style="list-style-type: none"> Acknowledged expertise and competency in senior leadership role in healthcare strategic planning, business development, marketing, and communications Experience on other voluntary boards 	<p>Traits and Expertise Needed</p> <ul style="list-style-type: none"> Ability to analyze and integrate information from diverse sources in making decisions, planning, and finding solutions Effective verbal, written, and listening skills Demonstrated capacity to listen to and be responsive to diverse perspectives on issues 	<ul style="list-style-type: none"> Ability to lead by example, personally demonstrating the behaviors expected of all volunteers and staff Ability to respond to changing circumstances and priorities in a focused manner Capacity to balance a wide-range of priorities 	<ul style="list-style-type: none"> Strategic thinker Synthesizer Visionary Innovator Risk taker Negotiator 	<ul style="list-style-type: none"> Influencer Action oriented Team player Collaborator Communicator
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