



A personal membership group of the  
American Hospital Association

## **Board Performance Expectations and Responsibilities**

### **Board Performance Expectations**

Individuals are elected or appointed to the board to provide leadership and strategic direction and to represent the best interests of ASHHRA, its members and constituents.

For the board to achieve its highest level of effectiveness, each member must be able to:

- Commit personal and professional time and energy (preparing for board meetings and conference calls, email discussions, reviewing documents, managing projects and other board duties)
- Manage multiple priorities and meet deadlines
- Motivate, manage and communicate effectively with people
- Be knowledgeable of the profession, about the Society, its governance and bylaws
- Develop, embrace, execute, enforce and adhere to policies and procedures as developed by ASHHRA
- Present an image above reproach when representing ASHHRA and AHA
- Exemplify the highest ideals and professional standards
- Provide professional expertise to members and colleagues through product development, educational content and/or by contributing content for electronic or hardcopy publication
- Ability to think and plan on a strategic level.

### **Responsibilities of All Board Members**

All ASHHRA Board members shall have the following basic responsibilities and commitments:

- To attend all board meetings and conference calls
- To provide written reports for meetings as requested by the President
- To attend the Annual Conference and all its related member activities and assist staff as requested
- To serve as a vital communication link between the board of directors and the grass roots members
- To assist as assigned, in establishing relationships with related health care organizations of similar interest and purpose as prescribed by the ASHHRA strategic plan
- To serve as a committee chair or liaison to the board for committees as assigned by the President



THE HUMAN SIDE OF HEALTHCARE

---

A personal membership group of the  
**American Hospital Association**

- To recruit new members and take measures to retain members, including contacting terminated members in an attempt to reinstate them
- To promote ASHHRA, its programs and services through promotion as well as through attendance and financial support
- To provide guidance and leadership to the staff
- To honestly and constructively evaluate the performance of their individual role as a board member, that of individual fellow board members and the performance of the board as a whole
- To have a working knowledge of and the ability to discuss ASHHRA bylaws and policies and procedures
- To attend affiliated society meetings as appropriate
- To provide input to the development of the ASHHRA Strategic and Business Plans
- To establish annual goals and objectives and provide ongoing monitoring and reporting to ensure success
- To serve as an advocate and ambassador for ASHHRA
- To assist in setting guiding principles for ASHHRA
- To serve as stewards of ASHHRA resources
- To assist in identifying funding sources and sponsors for the Annual Conference and other activities or programs as appropriate
- To provide input to and participate in the annual board orientation process
- To accept appointment as liaison to any health care organization at the request of the President
- To identify, nurture and mentor future leaders to assure leadership continuity at both the regional and national level.