

February 5, 2024

*Maryland Chapter of HIMSS Call for Board Nominations*

*FY25 (Term of Office: July 1, 2024 – June 30, 2026)*

Maryland HIMSS Members:

Nominations are now being accepted for Maryland Chapter of HIMSS Board Officer and Board Members-at-Large, open positions. If you wish to be considered for one of the open positions, please submit your resume and a personal statement of interest. These positions play a critical role on the Board of Directors. The candidates for these positions must be both a National and Maryland Chapter of HIMSS who have completed at least one (1) year of membership and be in good standing.

The deadline to submit your nomination and documentation is February 23rd, 2024. Acknowledgement of submission receipt will be emailed to submitter within 48 business hours.

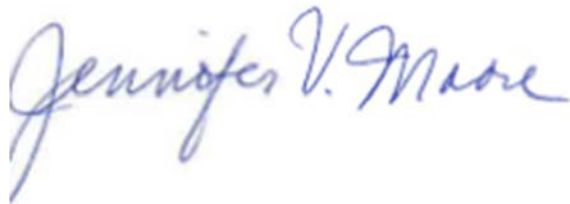
Open Positions

President Elect

Board Member At-Large – 2 positions

Thank you for your interest to serve on the Maryland Chapter of HIMSS Board of Directors! Please review the document below to learn more about our election and board responsibilities. Should you have any questions or concerns, please feel free contact me.

Regards,



Jennifer Moore  
President, Maryland HIMSS

*Purpose of the HIMSS Board of Directors*

The Maryland Chapter focuses on achieving the HIMSS's vision of better health through information and technology with a local perspective & voice. Our chapter is committed to -

- Promoting the development best practices information and technology in the health sector
- Providing educational forums to advance membership knowledge
- Assisting members in their professional growth
- Advocate for improvements in policy that impact the care provided by our members

Any Member in good standing as of May 1 of the fiscal year (July 1st to June 30th) preceding the term of membership shall be eligible for candidacy for a vacant Officer or Director-at-Large position. Officers and Directors at-Large gain experience in preparing programs, participating in chapter business meeting and conducting chapter business. To ensure a smooth leadership transition of the Board Officers, it is strongly recommended that members serve as At-Large Directors prior to being nominated for a Board Officer position.

*Description:*

The Chapter Board of Directors and its officers are the organizational leaders of HIMSS Chapters. Chapter board members assume a dual role - that of guiding and managing the organization and doing the work. Specifically, members-at-large assist the chapter in conducting the business affairs, preparing for programs, and other activities of the chapter through special assignments and duties delegated at the direction of the President and/or the Board of Directors.

*Responsibilities :*

- Attend all regular and special meetings of the Chapter Board of Directors and the membership and notify the chapter President if unable to attend.
- Represents the general membership on issues of interest or concern, particularly those that arise outside of the standing committee structure.
- Conducts projects to further the goals of the organization or to develop services for the membership.
- Chair a committee or special task force and/or serve as liaison to one or more committees, as assigned by the chapter President.
- Abide by the Chapter Bylaws and other written policies of the chapter.

*Term of Office:*

Solicitation Period: February 5<sup>th</sup> – February 23<sup>rd</sup>, 2024

Notice & Public Announcement: April 2024

Term of Service: July 1,2024 - June 30, 2026

*Qualifications:*

- Must be a current member of HIMSS national for at least one-year prior to application/nomination AND hold an active Maryland chapter membership, both in good standing
- Strongly preferred that the nominee has at least five years in the health care information technology industry and leadership experience

- Demonstrated ability and aptitude for strategic thinking and with experience in governance is ideal
- Has demonstrated leadership skills, strong business acumen, and a commitment to perform all duties of the office in an orderly and responsible manner
- Strongly preferred that the nominee has experience with developing educational programs, engaging members/audiences
- Must adhere to the professional code of conduct and discloses any conflicts of interest; must sign a conflict-of-interest statement

#### *Participation Requirements*

- Annually, one full-day face-to-face meeting (calling in is not an option); two partial-day planning retreats
- Quarterly, dinner the evening of in-person Board meetings
- Monthly, a Board conference call, when not having quarterly in person meetings
- Available to attend most chapter events and other forums to promote the chapter business
- Conducts networking activities during the year to promote membership and partnership growth
- Leverage professional contacts to spread mission, to achieve chapter goals
  - o Promotion of the chapter activities via professional social media, providing content for newsletters, blogs and other communication forums
- Participate as a Chair or member on one of the Board committees
- Availability and willingness to serve, as requested on:
  - o Mentoring incoming Board members
  - o Soliciting and mentoring service-oriented committee volunteers
  - o Leveraging relationships in supporting of securing chapter sponsorships
  - o Conducting outreach and education as needed to support Maryland Legislators
  - o Chairing a specialty event for the chapter, given annual plans
  - o Demonstrates a longer-term commitment to supporting the chapter meeting and considers becoming an officer of the chapter
  - o Upon request, representing Maryland Chapter of HIMSS in external settings such as, but not limited to, policy meetings, events, media interactions, etc.

#### *Election Process*

As per by-laws, qualified Officer Candidates will be presented to the Chapter membership for vote. Subsequently, the President of the Chapter will submit the slate of qualified Board Member at Large candidates to the Board of Directors. The current Board of Directors shall review the slate and shall elect such candidates to the Board in accordance with its procedures. The President will notify nominees of determinations.