

Region Director

Region Director Overview

NSH's Board of Directors comprises the Officers, Speaker of the House, and nine Region Directors. The Board is a committee of the whole with its fiduciary responsibility belonging directly to the Society. Each region elects a director to the Board on a three-year staggered basis per the Society's bylaws and may be re-elected for one additional term. Region Directors serve as ex officio members of the House of Delegates and a conduit of information between the Society, Regions, and State Societies.

Region Director Responsibilities

- Prepare for, attend, and actively participate in all Board of Director meetings and web conferences.
- Abide by the Board's Conflict of Interest and Code of Ethics.
- Maintain a working, current knowledge of the affairs, policies, and activities of the Society.
- Actively, professionally, and enthusiastically advocate, support, and enhance the mission and public image of the Society and the profession of histotechnology.
- Serve as a role model for the association volunteers and staff.
- Professionally express one's opinion during board discussions and debates, but then speak with one voice regarding the Board's final decisions.
- **In collaboration with the Board of Directors as a whole, Region Directors are expected to:**
 - Decide matters of Society strategy, direction, and policy.
 - Determine the association's public policy and government relations/regulatory positions.
 - Identify and address short- and long-term Society opportunities, threats, and issues.
 - Establish committees, task forces, and working groups.
 - Ensure adequate financial resources are available and allocated and ***manage those resources by providing effective financial governance and oversight.***
 - Review and approve the annual budget, review investment information quarterly.
 - Oversee the association's organizational governance structure.
 - Conduct an annual assessment of the Society's volunteer resource talent, skills, expertise, and experience.
 - Perform the requirements as established within the Society's Bylaws, state laws, and regulations.
- Region Directors liaise with the NSH Executive Director to coordinate regional activities related to the NSH Annual Convention, such as the Region Meeting and Membership Meeting.

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- Region Directors are to provide membership updates, published in the Society's monthly members' electronic newsletter, *NSH in Action*.
- Region Directors should plan to attend all state meetings within their region once throughout their three-year term. As such, each director should coordinate travel budget requests with the Executive Director. Budget requests should be sent to the Executive Director by June 15 for the coming year. All requests are subject to approval by the Budget & Finance Committee. Final review and approval by the Board of Directors take place during the NSH Annual Convention.
- At the Credentials Chair's request, the Region Director should contact State Society Presidents who are delayed in providing the list of members for the House of Delegates. Suppose a state does not have a Constituent Society (or an inactive Constituent Society). In that case, the Region Director should use the Member Directory on The Block to identify eligible members to serve in the House of Delegates. The Block may also be used to solicit state delegates. Region Directors are required to submit an alternate if they are unable to attend the annual House of Delegates meeting.
- An essential role for Region Directors is to facilitate communication between Constituent Societies, members residing and working within the region they represent, and the Board of Directors. Region Directors are representative *of* their region rather than representative *for* the region, meaning local members' concerns should be shared as part of the Board's deliberations. Still, the Board makes decisions as a Committee of the Whole based on what is best for the National Society for Histotechnology.
- Region Directors serve as liaisons to NSH committees and ad hoc volunteer groups to facilitate communication between the volunteer groups and the Board of Directors and provide a global perspective to each volunteer group's work.
- Region Directors will review and abide by NSH's approved policies, located under the Governance Tab (templates, guides, schedules, papers link) on The Block, the Society's private online community.

Time Commitment

- Region Directors should plan to spend an average of 1 - 2 hours per week. The time commitment will vary by the annual governance calendar.
- The Board will hold an average of five two-hour web conferences annually in addition to in-person meetings held during the NSH Annual Convention
- During the NSH Annual Convention, each Region Director must attend the following meetings: First Timer's Reception, Board Meetings, Awards, and General Sessions, Strategy Planning, Region Meetings/Networking, Annual General Membership Meeting, and the House of Delegates Meeting.
- Region Directors are required to submit updates each July to be incorporated in the Society's Annual Report.

Region Director

- Travel to the NSH Annual Convention is reimbursed at the following rate and *is subject to change via the annual NSH Budgeting process*. Region Directors must submit receipts and a completed expense report within 30 days of the annual meeting's conclusion to receive reimbursement as outlined below.
 - Non-refundable, advance purchase economy round trip per the annual budget caps
 - Half hotel room for 7 nights
 - Up to \$75 for ground transportation (travel to your home airport is not covered)
 - Current per diem for 7 days

General Requirements

- Current Member of the National Society for Histotechnology
- Effective communicator, written and verbal; comfortable participating in complex discussions with colleagues.
- Holistic, strategic thinker, and problem solver with the ability to add value to creating the Society's mission, vision, and strategic direction of the association.
- Has full commitment from their employer, which may include, but is not limited to, support for all time requirements.
- NSH Board work and correspondence takes place via a private community on [The Block](#). The Region Director must have access to email and the internet to access The Block.
- NSH uses Outlook and Microsoft office for all its communications and office software. All Board members must have access to compatible software.
- NSH uses [Zoom](#) video conferencing for its Board meetings. It is free of charge to download the app. Please contact the Executive Director if you have questions on how to use the app.