NSH Governance Committee Candidate Form

Eligibility

All candidates for the Governance Committee must be a current NSH member. Serving as a member of the Governance Committee cannot cause the candidate to have a conflict of interest with their current employer. Candidates cannot currently hold a board position with a histology focused state society or association that targets histotechnologists as members. Before submitting your candidate form, please be sure that you meet the eligibility requirements and are otherwise qualified for nomination in accordance with the NSH Bylaws. Please review the position requirements in detail in Addendum B or on www.nsh.org.

Required Materials for Submission

1. **Completed Candidate Form** including answers to the five questions on a separate sheet if needed.
2. **Curriculum Vitae** for Governance Review Panel to confirm your qualifications as a candidate.
3. **A current photograph**, depicting the head and shoulders only of the nominee. The image file may be no less than 300 dpi resolution. All professional photographs should be accompanied by written consent from the photographer stating permission to use the photograph for reproduction and publication.
4. **Optional Reference Letter**- Candidates are welcome to include reference letters from employers or fellow NSH members but they are NOT required.

This information and photo must be emailed to the Governance Committee Chairperson via the NSH Office, histo@nsh.org, no later than March 29, 2024.

Position

I am submitting my candidate form for the position of _____

Candidate Contact Information

Name: _____

Credentials (PhD, HT(ASCP) etc): _____

Home Street Address: _____

City: _____ State/Province: _____

Postal Code: _____ Country:_____

Email: _____

Primary Phone:_____

Organization: _____

Title: _____

Is your employer aware of your potential candidacy? ☐ Yes ☐ No

Do they support your decision to volunteer in this capacity? ☐ Yes ☐ No

NATIONAL SOCIETY FOR
HISTOTECHNOLOGY
Connecting. Empowering. Innovating.

Candidate Demographics

Gender: ☐ Female ☐ Male ☐ Other ☐ Prefer Not to Answer

Ethnicity: ☐ African American ☐ African or African Caribbean ☐ Alaska Native ☐ American Indian

☐ Asian ☐ European ☐ Hawaiian Native ☐ Hispanic or Latino ☐ Pacific Islander

☐ White (Non Hispanic) ☐ Other ☐ Prefer Not to Answer

Select the practice area that best describes your current work environment *(See Addendum A for definition)*:

☐ Hospital   ☐ Academic or Research Facility

☐ Private Laboratory   ☐ Contract Research Organization

☐ Reference Laboratory   ☐ Pharmaceutical Company

☐ Government Agency   ☐ Industry

How many years have you worked in histology?

☐ 5 years or less   ☐ 6-10 years   ☐ 10 +years

Candidate Background

National, Regional, and State Society Positions Held:

_____

_____

_____

Teaching/Lectureships:

_____

_____

Professional Awards/Recognition Received:

_____

_____

_____

NSH Governance Committee Candidate Form

Candidate Questions

Please answer the following questions. If you require additional space, feel free to submit your answers on a separate document and return it with your candidate form.

1. Describe the strengths you would bring to the Governance Committee and explain how each of these would be helpful.

_____

_____

_____

_____

2. Other than expertise in histology, what specific competencies do you bring that will enhance Governance processes? Please provide examples related to such areas as performance assessment, team building, project oversight, and/or change management.

_____

_____

_____

_____

3. What are the critical opportunities and challenges that you see for our organization?

_____

_____

_____

_____

Candidate Declaration

I hereby confirm that I have reviewed and am aware of the duties and responsibilities of the office for which I am submitting my candidate form. If elected, I will fulfill these obligations to the best of my ability in accordance with the NSH bylaws and job description.

Candidate Signature: _____   **Date:** _____

Addendum A

Histotechnologist Work Environments

When selecting your work environment in the demographics section of the candidate form please refer to the list below for definitions of each environment.

- **Hospitals**: Histotechnologists often work in the local community and large metropolitan hospitals with an in-house department of pathology.
- **Private Laboratories**: Private laboratories are established by medical facilities to perform tests on the patients in their practice. Histotechnologists process the tissue samples that are procured from within the network of clinics many of which focus on specialized care including gastroenterology, urology and dermatopathology.
- **Reference Laboratories**: Reference labs provide histology services for various external clients, including clinical trial requests, veterinary offices, scientific studies, doctors' offices, hospitals, etc. Large reference labs are emerging in the research area in the form of Laboratory Developed Tests.
- **Academic and Research Facilities**: On the cutting edge of histology, academic hospitals and universities work on immunology, antitumor immunity, molecular diagnostics, microbial pathogenesis, antigen selection, t-cell development, and more.
- **Contract Research Organization**: Contract Research Organizations (CRO) provide histology services to pharmaceutical, biotechnology, and medical device industries, as well as government and academia, outsourced on a contract basis. Histotechnologists perform routine histology procedures for studies or more specialized procedures involving specialized trimming and processing techniques, IHC, molecular techniques, and image analysis with some procedures requiring method development.
- **Pharmaceutical Companies**: Histotechnologists play a vital role in developing drugs designed to treat the diseases their profession identifies. Knowing how tissues and antibodies respond to various chemicals is essential in determining whether a treatment will be effective.
- **Government Agencies**: Histotechnologists employed by the government include the Centers for Disease Control and Prevention, the Federal Drug Administration, National Institutes of Health, the United States Department of Agriculture, and various state Bureaus of Investigation.

Addendum B

Governance Committee Overview

The President Elect is the Ex Officio Governance Committee Chair. The NSH Governance Committee is responsible for aiding and enhancing the ability of the Board to provide leadership for the Society. The committee is responsible for overseeing the interpretation of the Bylaws should questions arise from the membership and making amendment recommendations to the membership for consideration and acceptance. The committee is responsible for developing board recruitment, cultivation, and vetting methods and proposing an annual nominating slate for officer, board member, audit, and governance committee elections.

Responsibilities
- Committee members will aid in cultivating, identifying, and vetting the slate for the annual election process.

- Committee members will participate in meetings called by the Chair and provide timely feedback as requested.

- Committee members will review and test the annual ballot in collaboration with the CEO.

- Committee members will receive and review any requests or concerns about the interpretation of the Society's bylaws.

Time Commitment
- Governance Committee members should plan to spend two to four hours monthly. The time commitment will vary by the annual governance calendar.

Term and Eligibility
- Must be a current member of the Society for a minimum of two years with no conflicts of interest.

- Committee members are elected by the membership to serve a three-year term.

- Committee members are ineligible to run for national office while serving on the Governance Committee.

General Requirements
- NSH committee work and correspondence take place via a private community on The Block and project management software, Asana. The chair and committee members must have access to email and the internet to access The Block and Asana.

- NSH uses Zoom for its committee meetings. It is free of charge to download the app. Please get in touch with the CEO if you have questions on how to use the app.