Speaker of the House of Delegates

Speaker of the House Overview

The Speaker of the House is elected in the House of Delegates and presides over the House of Delegates meetings and oversees all activities related to the House. The Speaker is a member of the NSH Board of Directors and serves on the Board’s Executive Committee.

Responsibilities

- The Speaker of the House provides oversight of all activity related to the House of Delegates.
- The Speaker of the House approves the annual governance timeline to prepare for the House of Delegates meeting in accordance with the Society’s bylaws.
- Working closely with the Executive Director, the Speaker serves as the liaison to the Bylaws, Credentials, and Nominations-Election committees.
- The Speaker of the House, in collaboration with the House Secretary and Executive Director, provides effective communication and education to empower delegates to make knowledgeable decisions on behalf of the Society.
- The Speaker of the House oversees annual agenda setting and preparation in collaboration with the House Secretary, Parliamentarian, and Executive Director.
- The Speaker of the House provides oversight for the annual delegate credentialing process.
- The Speaker of the House serves on the NSH Board of Directors and is a member of the Board’s Executive Committee.
- As a part of the Executive Committee, the Speaker of the House participates in the Executive Director’s Annual Review Process. The Annual Review is led by the President and conducted by the Executive Committee per the Executive Director’s employment contract.
- The Speaker of the House will review and abide by NSH’s approved policies, which are in the NSH Governance Folder in Resources on The Block, the Society’s private online community.
Speaker of the House of Delegates

- In collaboration with the Board of Directors as a whole, the Speaker of the House is 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, and appoint the Chair of the Budget & Finance Committee.
  - 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.

Time Commitment

- The Speaker of the House should plan to spend an average of three - four hours per week on Society business. The time commitment will vary by the annual governance calendar.

- Once elected, the Speaker of the House serves a three-year term, renewable for one term.

- The Board will hold an average of six two-hour web conferences annually in addition to in-person meetings held during the Annual Symposium/Convention.

- During the Annual Symposium/Convention, the Speaker of the House is required to attend the following meetings: First Timer’s Reception, Board Meetings, Awards and General Sessions, Strategic Planning, Region Meetings, Annual General Membership Meeting, the House of Delegates Meeting, and other meetings as required by the Board.

- Travel to the Annual Symposium/Convention is reimbursed at the following rate and is subject to change via the annual NSH Budgeting process.
  - Non-refundable, advance purchase economy round trip per the annual budget
  - Half hotel room for up to 7 nights
  - Up to $75 for ground transportation (travel to your home airport is not covered)
  - Current per diem for up to 7 days
Speaker of the House of Delegates

General Requirements

- Must be a current NSH member.

- 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 the creation of 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. It is essential that the Speaker of the House has access to email as well as the internet, to access The Block.

- NSH uses Zoom 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.