

## **NAPR BOARD MEMBER JOB DESCRIPTION AND RESPONSIBILITIES**

The National Association of Physician Recruiters Board of Directors is the governing body of the Association and is elected and or appointed to govern the Association.

The Board of Directors meets monthly to discuss and conduct the business of the Association. Three or four of these meetings are face-to-face meetings, held in a location voted upon by the entire board and called at the discretion of the President. One of these face-to-face meetings is held prior to the Annual Convention and the Annual Business Meeting of the Association at the site of this meeting. In addition to the face-to-face meetings, the Board meets for monthly teleconference calls to review the business of the association. These teleconference calls are usually not held in the month a face-to-face meeting is scheduled. Additional phone conferences may be called at the discretion of the Board President.

Board members must pay for their own transportation to and from meetings. NAPR will pay for certain meals and hotel accommodations, which will be determined prior to each meeting.

In the first year, the new Board member will be expected to join two committees. It is expected that the Board member will participate fully and in a meaningful way in these committees. Some committees schedule teleconference calls monthly, some as needed. In the second and third year of Board membership, the Board member typically assumes the Chairperson or Vice Chairperson of a major committee. It is expected Board members will serve on more than one committee. Board members may be a Chairperson or Vice Chairperson of more than one committee, at the discretion of the Board of Directors.

Board members may be evaluated by the Executive Committee in terms of their participation in board activities and their participation in the committee structure of the Board. In the event a Board member continually demonstrates a lack of commitment and interest in Board activities, the matter can be referred to the entire Board for review and determination of next steps up to and including potential dismissal from the board.

All Board members are expected to abide by the Ethics Code as set forth in the Code; any major violation of this Code would also subject the Board member to a vote of sanction by the entire Board, leading potentially to removal, depending on severity of the breach.