



Policy No.	8.5
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**Nurse Practitioner Society of the DNA  
Policy/Procedure**

**ROLE DESCRIPTION: Executive Committee Member-at-Large**

**PURPOSE AND OBJECTIVES:**

- A. Understand, uphold and champion the mission, policies and procedures of the Nurse Practitioner Society of DNA.
- B. Promote recognition of NPS members as professionals by the entire dermatologic and medical community, provide community leadership and serve as role models for the Society membership.
- C. Promote and support the NPS as the appropriate vehicle for achieving recognition as experts in the dermatology nurse practitioner role, and serving as a resource for the education of nurse practitioners in dermatology.

**REQUIREMENTS AND SELECTION:**

- A. Member of the Nurse Practitioner Society of DNA.
- B. Elected by the NP Society of DNA for a term of 2 years.
- C. Demonstrate qualities of professionalism and commitment to further the mission of the DNA and NPS.
- D. Recognizes and accepts the time commitment required to complete Executive Committee activities such as conference calls, work group assignments and annual meeting of NPS at the DNA national conference.
- E. Ability to meet deadlines.

**DUTIES AND RESPONSIBILITIES:**

- A. Serve as a member at large and spokesperson for the NPS of DNA.
- B. Assume responsibilities delegated by the Chair:
  - 1. Serve on assigned work group or task force as liaison to executive committee or chair of project.
  - 2. Guide, monitor and assist assigned work groups in establishing goals, objectives and priorities in accordance with the strategic and business plans of NPS.
  - 3. Direct communication to/from the work group and executive committee, including submission of reports.
- C. Recruit new members to the overall membership of DNA, and promote the NPS to NP members. When possible introduce new or potential members to local leaders or mentors.
- D. Identify potential NPS members for work groups and other national opportunities; submit names to the executive committee.
- E. Report directly to the Chair of the Executive Committee.