

## **PATHWAY TO LEADERSHIP IN ADFM**

**Revision Approved October 19, 2015 by ADFM Nominations Committee**

**Revisions from Administrators' Steering Committee January 2016**

### **I. Pathway to Leadership in ADFM FOR REGULAR MEMBER CHAIRS**

#### **1. Introduction into ADFM Leadership begins with the committees.**

- Regular member Chairs and Associate Member Administrators are eligible to serve on Committees
- Volunteer participation on the Winter meeting program committee is an entry level to leadership in ADFM.
- Active participation as a member of one of ADFM's strategic committees (Education Transformation, Healthcare Delivery Transformation, Research Development and Leadership Development) is the next level of entry into ADFM leadership
- Strategic Committee member positions are approved by the Executive Committee in consultation with the Committee Chair
  - Healthcare Delivery Transformation Committee
  - Education Transformation Committee
  - Research Development Committee
  - Leadership Development Committee
- Strategic Committee Chairs are vetted through the Nominations Committee, within input from the Executive Committee, and approved by the Board.
- Winter Meeting Program Chair is appointed by the President-elect and approved by the Executive Committee

#### **2. The most common pathways to getting onto the ADFM Board of Directors are through:**

- Role of Committee Chair
- Winter meeting Program Chair
- Election to Member-at-Large position on the Board
- Regular Member Chairs (only) are eligible to serve as Committee Chair, Winter meeting Program Chair and/or to run for officer positions on the Board of Directors.
- Regular member chairs may move on and off the Board depending on elected or appointed status. For example, a Chair might serve a Member-at-Large term, leave the Board for a period and then come back onto the Board in another appointed (Committee Chair/Program Chair) or elected officer role. (President-elect, Secretary, Treasurer).

#### **3. Member-at-Large positions on the board will be considered as one means of achieving desired diversity on Board.** Optimally, membership on the Board of Directors will: 1) include members who desire active involvement and bring a collaborative spirit to the Board; and 2) reflect diversity in the following:

- Gender

- Length of time as chair
- Ethnic background
- Department size
- Private/public status of DFM
- Large Regional Medical Center status of DFM

#### **4. Criteria to consider for Single Slate Candidates for Pres-elect, Treasurer, Secretary:**

##### REQUIRED QUALIFICATION

- At least 3 years as ADFM Member Chair and
- Past or Current Participation as a member of the Board of Directors

##### PREFERABLE QUALIFICATIONS

- Committee Chair/Winter Meeting Program Chair
- *For President Elect – In addition to the above:*
  - Consideration of skills in relation to Strategic plan – i.e has leadership skills required esp re: larger systems

## **II. Pathway to Leadership in ADFM FOR ASSOCIATE MEMBER ADMINISTRATORS**

### **1. Introduction into ADFM Leadership begins with participation on Winter meeting and ADFM strategic committees**

- Associate Member Administrators are eligible to serve on Committees
- Volunteer participation on the Winter meeting program committee is an entry level to leadership in ADFM.
- Active participation as a member of one of ADFM's strategic committees (Education Transformation, Healthcare Delivery Transformation, Research Development and Leadership Development) is the next level of entry into ADFM leadership
- Strategic Committee member positions are approved by the Executive Committee in consultation with the Committee Chair
  - Healthcare Delivery Transformation Committee
  - Education Transformation Committee
  - Research Development Committee
  - Leadership Development Committee

### **2. The most common pathways to serving on the Associate Members Steering Committee (12 Members) are through:**

- Serving as Chair of the Steering Committee
- Serving as Chair-elect of the Steering Committee
- Serving as Immediate Past Chair of the Steering Committee

- Serving as Membership Chair
- Serving as Pre-Conference Chair
- Serving as Mentorship Chair
- Serving on Strategic Committees (Education Transformation, Healthcare Delivery Transformation, Research Development and Leadership Development)
- Member-at-Large

**3. Member-at-Large positions on the Steering Committee will be considered as one means of achieving desired diversity on Steering Committee.**

Optimally, membership on the Steering Committee will: 1) include members who desire active involvement and bring a collaborative spirit to the Steering Committee; and 2) reflect diversity in the following:

- Gender
- Length of time as administrator
- Ethnic background
- Department size
- Private/public status of DFM
- Large Regional Medical Center status of DFM

**4. Criteria to consider for Single Slate Candidates for Administrators' Steering Committee Chair-elect, Membership Chair, Mentorship Chair, Pre-Conference Chair:**

**PREFERABLE QUALIFICATIONS**

- At least 3 years as ADFM Associate Member and
- Past or Current Participation as a member of the Steering Committee
- *For Steering Committee Chair Elect – In addition to the above:*
  - Past experience as Pre-Conference Chair, Membership Chair, or Mentorship Chair or considerable experience on the Steering Committee representing a Strategic Committee

**5. ADFM Board of Directors**

The pathway for Associate Member Administrators getting onto the ADFM Board of Directors is via the role of Chair or Chair-elect of the Administrators' Steering Committee