

Winslow Indian Health Care Center

Job Vacancy Announcement #WBM-24-04



POSITION TITLE: Board Member, Board of Directors
COMMUNITY REPRESENTATION: Tolani Lake
CLOSING DATE: OUF

Position Summary:

Board Members support the work of WIHCC and provide mission-based leadership and strategic governance. While day-to-day operations are led by WIHCC's Chief Executive Officer (CEO), the Board-CEO relationship is a partnership, and the appropriate involvement of the Board in providing oversight and guidance to the CEO is both critical and expected. Board members will maintain confidentiality of all confidential and privileged information at all time.

Specific Board Member responsibilities include:

Leadership, Governance and Oversight:

- Serves as a trusted advisor to the CEO as s/he implements WIHCC's strategic plan.
- Reviews outcomes and metrics created by WIHCC for evaluating its impact, and regularly measuring its performance and effectiveness using those metrics.
- Reviews agenda and supporting materials prior to Board and Committee meetings, and provides effective participation in Board and Committee meetings.
- Approves WIHCC's annual budget, audit reports, and material business decisions; being informed of, and meeting all, legal and fiduciary responsibilities.
- Appoints and evaluates CEO annual performance evaluation.
- Acts as an alternate spokesperson for WIHCC as delegated by the full Board.
- Assists the CEO and full Board in identifying and recruiting applicants for vacant Board Member positions.
- Participates effectively in policy development, organizational compliance, and dispute resolution.
- Serves on Committees or Task Forces and takes on special assignments as may be delegated by the full Board.
- Represents WIHCC to stakeholders; acting as an ambassador for the organization.
- Ensures WIHCC's commitment to a diverse board and staff that reflects the communities WIHCC serves.
- Adheres strictly to the Board Bylaws and Board Member Code of Conduct.
- Discharge all duties and responsibilities in good faith and with that degree of diligence, care and skill which ordinarily prudent people would exercise under similar circumstances.

Board Terms/Participation

WIHCC's Board Members will serve a three-year term. Board Members are expected to maintain regular attendance and effective participation at regular monthly meetings, special meetings, the annual meeting, and to attend such other meetings, trainings, and events as are recommended or required to maintain the Board of Directors governance responsibilities for WIHCC.

Eligibility:

To be eligible for appointment as a voting member of the WIHCC Board of Directors, an individual must:

- Be an enrolled member of the Navajo Nation
- Be a resident and registered voting member of the chapter he or she is appointed to represent
- Be more than 21 years of age
- Not be a member of the Navajo Nation Council
- Meet the requirements of (1) WIHCC's Minimum Standards of Character and Suitability policy, which ensures compliance with the Crime Control Act and the Indian Child Protection and Family Violence Prevention Act, and (2) a public trust financial background investigation check, which provides an indication of the interested individual's suitability to uphold the fiduciary responsibilities of a WIHCC Director. Both of these eligibility criteria shall be

determined through a background investigation conducted through the WIHCC Human Resources Department, and/or its contractor

- Not be an employee of WIHCC, or a "relative", as defined in Article VIII, Section 4(c) of the WIHCC Bylaws.

Qualifications

The Board will consider the following qualification criteria in the selection of Directors:

- Education and/or experience in health care, law, financing, information systems, business management, traditional culture or related areas is preferred
- Willingness and ability to fulfill the functions set forth in this WIHC Board Member Position Description
- Experience and past performance on WIHCC or other Board of Directors
- Commitment to the delivery of quality health care and related services to the communities served by WIHCC.

Board Member Selection Process:

WIHCC Board members will be selected and appointed as provided in the WIHCC Bylaws, and WIHCC Board of Directors Policy, "Policy and Procedure for Evaluation, Selection and Appointment of Directors".