

Leadership Development Committee Position Description

Overview

The Leadership Development Committee (LDC) members are responsible for:

- Fostering leadership development in members
- Identifying leadership development opportunities for the membership
- Ensuring effective succession planning for ONS
- Recruitment and slating of highly-qualified leaders for the ONS Board of Directors.
- Oversight of the board selection process
- Establishing and managing LDC policies, procedures, and other documentation

Qualifications

The LDC member should have:

- Demonstrated experience, knowledge and skill in leadership roles, concepts and development
- Significant evidence of leadership within ONS, professional life, and personal life
- Experience leading and participating effectively in team environments
- Experience and skill developing, coaching, and guiding emerging leaders
- Possesses a well-developed network with ONS members at local, state, or national level
- Demonstrates strong understanding and skill in facilitating diversity, equity and inclusion
- Demonstrates excellent communication, coaching and presentation skills
- Governance level experiences (ONS or other organizations)
- Demonstrates understanding of governance roles and elements of effective boards
- Experienced with organization wide decision-making and accountability
- Demonstrates ability to think expansively and embrace new approaches
- Demonstrates ability to facilitate change within an organization
- Demonstrates knowledge of current issues and trends in oncology nursing and health policy related to oncology care
- Projects a dynamic image of oncology nursing in representing ONS
- Conducts self in a professional and ethical manner

Responsibilities

Core LDC Work

- Attends and actively participates in Leadership Development Committee work
- Maintains confidentiality pertaining to the work of the Leadership Development Committee
- Facilitates and creates opportunities for equity, inclusiveness, and diversity in ONS leadership
- Fosters visionary thinking and identification of strategic issues that lead to the transformation of cancer care
- Models and actively promotes ethical decision-making practices of the Society
- Collaborates with ONS Board of Directors on issues of significance to the Society
- Facilitates collaboration among the Oncology Nursing Society (ONS), Oncology Nursing Certification Corporation, and ONS Foundation

Board Selection Process

- Assures the Society has an effective leadership succession plan and process
- Cultivates and encourages high-potential individuals to assume key ONS leadership roles
- Facilitates Board candidate recruitment throughout the year
- Informs ONS membership about board selection process and opportunities
- Establishes a qualified slate of candidates for the Board of Directors annually
- Oversees the election process
- Establishes and enforces policies and procedures governing the nomination and board selection process
- Establishes and updates candidate application and slating process
- Identifies trends and strategies regarding effective board selection processes
- Recommends changes to the board selection process as indicated
- Reviews and updates the policies and procedures of board selection process regularly

Leadership Development

- Assesses leadership needs of the Society in conjunction with the ONS Board of Directors
- Assesses needs of members to advance as potential leaders within ONS
- Creates a leadership development plan for the Society that fosters oncology nurse leadership among members at the local, state, and national level
- Identifies and recommends initiatives, programs, and offerings to advance the leadership development of ONS members
- Maintains a database of potential ONS leaders to support individual development and fulfill ONS succession planning needs
- Provides interested members with coaching and leadership development recommendations
- Presents nationally and locally to promote leadership development and education
- Actively monitors and seeks leadership development educational resources and partnerships

Time Commitment

Time commitment for meetings and travel will include weekdays, weekends, and may include holidays.

Approximate breakdown of time commitment:

- Extended Meetings - 4 meetings (generally in-person, but may be virtual); often includes a weekend
 - Spring Meeting – February/March; typically a Friday/Saturday not including travel
 - Congress – April/May; typically one day before Congress, with additional responsibilities throughout the event; time to attend regular Congress sessions is limited
 - Leadership Weekend – July; typically a Friday/Saturday not including travel
 - Slating Meeting – September; typically a Thursday/Friday not including travel
- Virtual Meetings – Monthly virtual meetings during the months with no extended meeting; 1-1 ½ hours each
- Work between meetings includes:
 - Networking and development of programs, offerings, presentations, policies and procedures or services.
 - Review of Board candidate information prior to the July and September Slating Meetings. Time commitment is substantial, approximately 2 hours per candidate.

Revised 12/20

LDC chartered by ONS Board of Directors 3/18