



International Trauma Life Support (ITLS) Board Candidate Qualifications

As a member of ITLS Board of Directors, you will provide organizational management and oversight, demonstrating a commitment to excellence at all times for the organization.

You will collaborate with other Directors as well as ITLS staff and Committees to establish policies regarding all aspects of the operation of ITLS in accordance with the Bylaws, Articles of Incorporation, and applicable laws.

You will work to meet the organizational objectives, mission statement, and goals of the ITLS vision statement while developing and implementing strategies to ensure the financial well-being and viability of the organization.

Key Competencies

- Commitment, Strategic Planning
- Communication
- Policy Implementation
- Financial Oversight

Qualifications & Eligibility Criteria

As a candidate for the ITLS Board of Directors, one:

- must provide a letter of support from their ITLS Chapter (maximum 2 pages).
- must have been an active participant in ITLS chapter or international activities for at least two of the last five years.
- should be experienced in teaching or coordinating ITLS courses.
- should have demonstrated a high level of motivation in the development of ITLS within the chapter or at the international level.
- should have demonstrated experience in leadership roles.

Term

- Shall begin immediately upon election and shall last for a term of 3 years.
- Elected Directors are limited to three successive terms.
- In the event of the death or resignation of an elected Director during the term of office, or if the elected Director shall for any reason be unable or unwilling to serve, the Board Chair may appoint a replacement Director until the next Congress when the Congress delegates shall elect a new Director to complete the unexpired term.

Nomination Submission Package

- Completed online application form that includes the candidate's:
 - Name
 - Credentials/Designations
 - Contact Information



- ITLS Chapter
 - Occupation
 - Photo (preferred at time of nomination submission)
 - The following questions will be answered and limited to 300 words each:
 - Describe your involvement with your ITLS Chapter.
 - Describe your involvement with ITLS International (committees, etc.).
 - What other volunteer or leadership activities have you been involved with?
 - Describe any previous or current experiences on other Boards.
 - If applicable, does your employer support your candidacy for the ITLS Board? Yes/No
 - How many hours per month could you contribute?
 - Why are you interested in serving on the ITLS Board?
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International Trauma Life Support (ITLS) Board Candidate Qualifications and Campaign Rules

Candidate Materials

Candidate materials will be posted on the ITLS website www.itrauma.org **at least 10 days** before the electronic ballots are emailed to Chapter-designated delegates.

Except as otherwise noted, candidates must submit all written material in Word or rich text format via an electronic online form to <https://survey.alchemer.com/s3/7394291/2023-ITLS-Board-Candidate-Materials-Submission> and will upload the following:

- **Data Sheet:** Candidates must complete a candidate data sheet to be included in the election materials. (Note editing/formatting provision as noted below.)
- **Curriculum Vitae:** Candidates must provide a CV limited to **two (2)** pages (8.5 X 11 size).
- **Photo:** Candidates are requested to submit an electronic head and shoulders shot photo (JPEG preferred) for inclusion in the election materials.
- **Letter of Support:** Candidates must submit a letter of support from their chapter which is signed by the Chapter Coordinator and/or Medical Director.
- **Conflict of Interest Disclosure Statement:** Candidates must complete a candidate disclosure statement using the form provided. The completed disclosure statement will be included in the delegate materials.

*All written material must be **submitted exactly as the candidate wishes it published** except for formatting necessary for publication. If material exceeds the space allotted, it will be cut off at the appropriate point regardless of placement. No editing or other formatting will be done by ITLS staff.*



Video Interview

Candidates will be video interviewed via Zoom by the ITLS Awards & Nominating Committee Chair or a designee on topics pertinent to ITLS. All candidates will be asked the same question. The videos will be posted on the ITLS website with other campaign materials. Questions will include:

- What skills would you bring to the ITLS Board that would enhance the organization?
- Please describe how you have contributed to your ITLS chapter.

Write-In Nomination

Delegates may write in the name(s) of alternate candidates on the electronic ballot. The ITLS Awards & Nominating Committee Chair is the arbiter of questions or any violations of these Candidate Campaign Rules. Disagreements may be appealed to the ITLS Board Chair who will have final authority.

Candidate Materials Submission Deadline: Friday, September 8, 2023

Please note: NOMINEES WHO DO NOT MEET THE SUBMISSION DEADLINE WILL BE REMOVED FROM THE SLATE OF CANDIDATES.