



2024 ASSP Board of Directors Competencies & Commitment

ASSP seeks to develop a Board of Directors that has demonstrated knowledge skills & abilities, personal attributes, expertise and competencies that will lead the organization forward aligning to the mission, vision, values and strategic plan. Candidates must support and demonstrate a commitment to the ASSP mission, vision, and values.

Diversity, Equity & Inclusion

ASSP values the benefits diversity brings to our activities at all levels, including the board of directors.

Having leaders who reflect diversity in gender, race, and ethnicity and who have different life experiences and cultural backgrounds contributes to more balanced board deliberations and better decision-making. Creating an inclusive culture that embraces differences also best positions ASSP to address evolving member needs and advance the OSH profession. To support this commitment, the consideration of diverse candidates in administering our board election process, including performing anonymous candidate evaluations in the first round of candidate evaluations.

Expected Commitment

Candidates must have employer and personal support to make the necessary time commitment. The estimated time commitment will vary based on role, time of year, and strategic challenges and opportunities the organization is facing. On average board members will spend 20 – 25 hours per month on ASSP board related matters.

Expected commitments will include:

- 2 hour virtual Board meetings (expect 8 – 10 a year)
- Foundation Trustee virtual meetings (30 minutes following a board meeting, expect 2 – 3 a year)
- 1 – 2 in person Board meetings (typically 1.5 – 2 day meeting)
- Leadership development calls (monthly/bi-monthly calls to ASSP members, typically 3 – 4 calls each time)
- Regional operating committee meetings (expect 1 – 2 in person meetings a year)
- 1 hour bi-monthly virtual Board connection series (September - May)
- Represent ASSP at community & industry events (approved travel following [SOG 6.1](#))
- ASSP Professional Development Conference, Safety 2024 in Denver, CO on August 7 – 9, 2024
- Preparation for engaged and informed participation in Board meetings and various board related programs

Role specific commitments:

- Members of the Executive Committee can expect 1.5 hour Executive Committee virtual meetings (10-12 a year)
- The senior vice president serves as council support and will participate as board support on ASSP council virtual meetings (2 – 3 a month)

Note: All **approved** travel will be funded by the ASSP operational budget.





Required Responsibilities

As the highest leadership body of the organization and to satisfy its fiduciary duties, the Board of Directors is responsible to govern ASSP, oversee policy and direction, and provide leadership and guidance in fulfilling ASSP's purpose and in carrying out the strategic plan.

Members of the Board of Directors shall also serve as a trustee on the Board of Trustees of the ASSP Foundation. Trustees have oversight responsibility for the management and control of the business, property and affairs of the Foundation.

Members interested in serving must review the responsibilities outlined in [SOG 1.1](#), and confirm they can fulfill the expectations.

Competencies

Competencies required from all ASSP elected leaders

The Board has identified competencies required for each ASSP Leader.

Review competencies outlined in [SOG 6.8](#).

An ideal candidate will see themselves in the listed competencies and be able to demonstrate the value and set of experiences they will bring to the board. Candidates must verify they understand and can meet the expectations as outlined.

Demonstrated Competencies

To support creating a Board, that as a collective body, exercises essential competencies, ASSP will need multiple board members who possess the desired competencies and can nurture those competencies within the board. The Board has identified the following:

1. Good Governance

- Understands their accountability to govern for all members and the benefit of ASSP.
- Trusts the decisions made before them and understands their role to make decisions on behalf of the overall best interests of the organization.
- Has a clear understanding that professional staff's role is to execute the strategy set by the board, with the CEO having authority and oversight of operations.

2. Strategic Agility

- Demonstrates capabilities in guiding strategic direction with a future focused mind-set.
- Can anticipate future consequences and trends accurately.
- Has broad knowledge and perspective.
- Can articulately paint credible pictures and visions of possibilities and likelihoods.

3. Business Acumen & Financial Management

- Knowledgeable in current and potential future OSH policies, practices, and trends.





- Demonstrates financial literacy with an understanding of processes such as budgeting, reporting, forecasting, and ability to analyze financial statements, including balance sheet and income/expense statements.
- Possesses an understanding of the external environments that the organization is currently operating in, including the business of the organization and market competition.

4. Decision Making Skills

- Ability to make informed decisions efficiently and take action when needed.
- Thinks strategically, manages complexity and acts decisively.
- Is comfortable and confident in guiding strategy in a time of change, with the courage & willingness to make substantive decisions to protect the organization.

5. Conflict Management

- Steps up to conflicts, seeing them as opportunities for engagement.
- Maintains professionalism and emotional maturity when dealing with conflict.

