



*"Raising the Standards of Midwifery"*

## **Board of Trustees – Chair of Faculty and Student Services**

### **Board of Trustees Pledge**

The Board will support the work of Nizhoni Institute of Midwifery and provide mission-based leadership and strategic governance. While day-to-day operations are led by the Nizhoni Institute of Midwifery Chief Operations Officer (COO), the Board-COO relationship is a partnership, and the appropriate involvement of the Board is both critical and expected. The Chair Person of each department is responsible to promote and support the principles of Nizhoni Institute of Midwifery by leadership and example. Each Board Member must observe the highest standard in order to retain the trust of the donating public and the confidence of those they seek to help. The Board provides the public face of the organization, and its behavior, and that of individual board members must be exemplary. Board members should make decisions in terms of the public interest and make choices based only on merit. Board members are accountable to the public for their decisions and actions and must submit themselves to whatever scrutiny is appropriate to their office.

### **Summary of Responsibilities**

Under supervision of the CEO and President of the Board of Trustees in association with Executive Director, COO, manages, supervises and coordinates the administration of services for faculty and students at the Nizhoni Institute of Midwifery.

### **Minimum Qualifications**

Must possess a certain level of education, related business, organizational competency with strong interpersonal and communication skills and the ability to work effectively with a wide range of individuals within a diverse community. At times, work may include moderate physical activity and handling of average-weight objects up to 25 pounds. Time Commitment: Approximately 4 hours per month. When assigned responsibility, it is completed or progress is reported to the Board of Trustees.

### **Position Qualifications**

Ability to perform complex tasks and prioritize multiple projects. Skill in organizing resources and establishing priorities. Knowledge of midwifery standards and licensing requirements. Knowledge of student, faculty and/or staff related activities and procedures, including grievance procedures, contracting, pay policies and governance. procedures, contracting, pay policies and governance.

## **Board of Trustees – Chair of Faculty and Student Services**

### **Duties and Responsibilities**

- Serves on the Board of Trustees for Nizhoni Institute of Midwifery. Board position requires a two-year commitment.
- Acts as an administrative liaison between students, faculty members, and school administration. Presents requests from students and members of the faculty for hearings and appeals to the Board of Trustees.
- Represents, endorses, and defends the Nizhoni Institute of Midwifery and serves as an effective liaison between non-faculty midwifery community members and the midwifery program.
- Assists with admissions interviews and evaluations.
- Participates in Board of Trustee meetings as an active and diligent contributor. Reads Board of Trustee meeting minutes for accuracy and votes as needed. Provides written committee chair reports to the Board of Trustees in advance of meetings.
- With Board members, rules on employment hiring and firing issues that come before the Board of Trustees.
- Assists with other responsibilities as requested by the Board of Trustees.
- Creates and administers Mentoring Program between the Nizhoni Institute of Midwifery clinical and academic faculty.

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