



"Raising the Standards of Midwifery"

Board of Trustees – Chair of Business Development & Advisement

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 executive officer (CEO), the Board-CEO 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 the supervision of the CEO and President of the Board of Trustees and in association with the Executive Director/Chief Operating Officer, develops, strengthens and expands business practices. Determines strategies for economic growth and advises on business-related decisions.

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. Work is normally performed in a typical interior/office work environment. At times, work may include moderate physical activity and handling of average-weight objects up to 25 pounds. Time Commitment: Approximately 10 hours per month. When assigned responsibility, it is completed or progress is reported to the Board of Trustees.



Board of Trustees – Chair of Business Development & Advisement

Position Qualifications

Education and experience related to non-profit and health educational business operations directly related to the duties and responsibilities specified. Business development experience. Strong interpersonal and communication skills. Ability to maintain a high degree of confidentiality. Knowledge of federal, state and local regulations, guidelines, and standards in areas of non-profit and health educational business.

Duties and Responsibilities

- Serves on the Board of Trustees for Nizhoni Institute of Midwifery. Board position requires a two-year commitment.
- Evaluates current business-related practices and provides advice to develop and strengthen them.
- Assists in major business-related decisions, including but not limited to hiring and termination of staff, and execution of contracts.
- Assists in developing and meeting business objectives.
- Develops and cultivates business practices that will create economic growth.
- Identifies business opportunities to expand the Institute and assists in implementing them.
- Identifies business risks and assists in mitigating them.
- Participates in Board meetings as an active and diligent contributor. Reads Board minutes for accuracy and votes on Board minutes.
- Provides written committee chair reports to the Board in advance of meetings.
- Votes on matters that come before the Board of Trustees.
- Recruits committee members who will be active at the committee level but who will not be involved in Board meetings.
- Assists in other responsibilities as delegated by the CEO/President of the Board and as requested by the Board of Trustees.

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