

Call for 2021 Committee Members

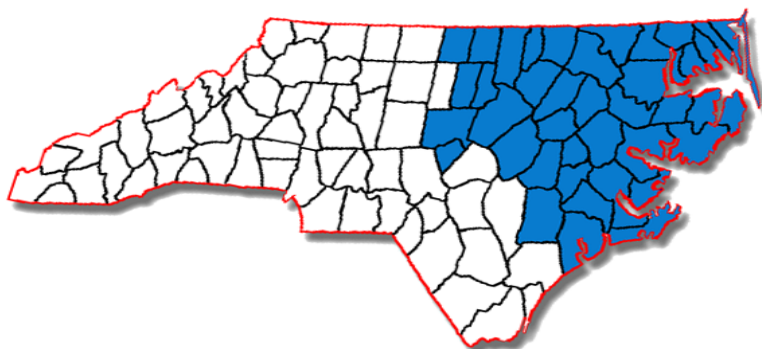
PURPOSE

The Triangle Healthcare Executives' Forum of North Carolina's (THEF) 2021 Board has been confirmed and is now accepting interest forms for 2021 Committee Members. Committee members serve a term of one year beginning January 1, 2021 and ending December 31, 2021. [Click here for 2021 THEF committee interest form](#)

[Click here to skip directly to committee descriptions.](#)

BACKGROUND

THEF is an official chapter of the American College of Healthcare Executives (ACHE), an international professional society of 40,000 healthcare executives who lead hospitals, healthcare systems and other healthcare organizations. ACHE's mission is to advance its members and healthcare management excellence. Locally, THEF carries out ACHE's mission by facilitating professional development for healthcare leaders in the region and preparing them to shape local, regional and national healthcare management practices. THEF serves over 600 ACHE members across 41 North Carolina counties.



THEF Chapter Service Region
(blue)

THEF is a nonprofit membership association managed by elected, all-volunteer Officers and Committee Chairs who are referred to as the Board. The Board is supported by all-volunteer Committees to assist with chapter operations and meet chapter goals and objectives.

Because THEF is an all-volunteer organization, active Committee Members are critical to achieving the mission. Committee Members are expected to:

- Contribute to organizational planning.
- Promote the Chapter and enhance the Chapter's standing in the local healthcare community.
- Attend THEF sponsored networking and educational events.

- Participate in programs and initiatives sponsored by the Committee.
- Attend Committee meetings.
- *Optional:* Attend Board meetings

PROCESS

The Call for 2021 Committee Members is sent to all THEF members via email and posted to the THEF website. The Call contains a link to a Committee Interest Form to be filled out electronically no later than **5pm Tuesday, December 1, 2020**.

Committee descriptions and approximate time commitments are described in the table below. No more than two (2) Committees of interest should be indicated on the form. You will be assigned to only 1 committee. However, you may indicate interest in up to 2 committees so that if one fills, you can be assigned to the other. **There is no evaluation process for Committee membership.** Every effort will be made to place interested volunteers on at least one of their Committees of interest. Committee size is only limited to facilitate effective Committee management and ensure a meaningful volunteer opportunity for all involved.

If applications received exceed Committee positions available, applicants will be held on a waiting list until a position is vacated. Committee positions may be vacated voluntarily by a Committee Member, or a Committee Member may be removed for lack of participation and replaced by a volunteer on the waiting list.

Committee Members must be ACHE members in good standing. While a majority of THEF events are held in the Raleigh-Durham area, **applicants from across the region served by THEF are encouraged to get involved!** Many of the Committee volunteer contributions can be successfully achieved virtually with little to no travel required.

Returning Committee Members will not be grandfathered and MUST complete the Committee Interest Form.

Questions regarding the application process should be directed to admin@thefnc.org. Alternatively, contact information for 2021 Committee Chairs is provided in the table below. Please state 'Call for Committee Members' in the subject line of the email. Allow 24 hours for response.

TIMELINE

Call for Committee Members released	October 24, 2020
Call for Committee Members closed	December 1, 2020
2021 Committees announced	No later than January 1, 2021

Committee	Purpose of the Committee	What You Will be Doing as a Committee Member	Approximate Time Commitment (does not include event attendance)	# Committee Members Needed (in addition to Chair(s))
Education Chairs: Kecia Edwards Dr.Keciaedwards@gmail.com	Develop the Chapter's education programs to include content, panel coordination and event logistics, and meets Chapter educational program goals.	<ul style="list-style-type: none"> • Event preparation, management, review and reporting • Collaborate on panel discussion topic selection • Identify leaders in the community to serve on expert panels • Discussion panel coordination • Contract with event venues and manage event site logistics • Publish 2021 event calendar by January 31, 2021 <p><i>Education committee members will have well-developed organizational, planning and delegation skills; a keen awareness of local healthcare trends and issues; and connections to key leaders.</i></p>	5-8 hours per month, with additional time required in the weeks leading up to and executing educational events ~3 times per year.	7 Assuming a post-COVID return to in person events, requires participation in Raleigh-Durham
Membership Chairs: Sara Stophel sara.stophel@duke.edu Alexandra Cocco acocco@live.unc.edu	Develop initiatives to recruit and retain Chapter members, design and host networking events, ensure diversity and inclusion initiatives and meet Chapter goals for membership growth and networking performance.	<ul style="list-style-type: none"> • Develop and execute initiatives to recruit and retain Chapter members • Conduct personal outreach to welcome new members • Event preparation and planning, management, review and reporting • Contract with event venues and manage event site logistics • Secure strategic partners as event co-hosts <p><i>Membership committee members will possess the following attributes:</i></p> <ul style="list-style-type: none"> • <i>Strong communications skills (verbal and written), and attention to detail</i> • <i>Comfortable reaching out and telling the THEF story</i> • <i>Enthusiastic about THEF and networking</i> • <i>At least one member who is analytical – an excel whiz to support database analysis</i> • <i>At least one member who is a UNC-HESA board member or that at least has strong HESA ties</i> 	3-6 hours per month, with additional time required in the weeks leading up to and executing networking events 2-3 times per year.	7

Committee	Purpose of the Committee	What You Will be Doing as a Committee Member	Approximate Time Commitment (does not include event attendance)	# Committee Members Needed (in addition to Chair(s))
Diversity & Inclusion Chairs: Alvin (Joe) D'Angelo, FACHE alvindangelo@yahoo.com Latrinda Riley latrinda.riley@gmail.com	Design programming to embrace the diverse Chapter membership and host quarterly meetups.	<ul style="list-style-type: none"> Lead the Diversity and Inclusion initiatives for the chapter Ensure diversity among educational speakers and panelists in conjunction with the Education Committee Function as Board liaison with local/national affinity groups (e.g. NAHSE, NFLHE, LGBT Forum, Hospital Associations) 	6 hours per month	7
Fellowship Advancement Chair: Ana-Elis Perry, FACHE Ana-Elis.Perry@unchealth.unc.edu	Serve as a resource for Chapter members interested in and eligible to advance to Fellow, conduct outreach to promote the Fellow credential, design and implement initiatives to help members navigate the path to Fellow, and meet Chapter goals for fellowship advancement.	<ul style="list-style-type: none"> Work with Membership Committee to target recruitment to feed the advancement pipeline Manage the FACHE Reference Subcommittee Coordinate and deliver BOG Exam Review Webinar Series twice per year Conduct outreach to advancement eligible THEF members via phone, email, and at education events Maintain an awareness of and acknowledge new and recertified Fellows throughout the year Plan and host a local Convocation Ceremony for new 2021 Fellows 	5 hours per month	5 Preferably current Fellows or those who are on track to advance to Fellow in 2021
Communications Chair: Prithima Mosaly prithimareddy@gmail.com Shan McBurney-Lin shan.mcburney.lin@duke.edu	Manage the Communications Plan that informs Chapter members and the local healthcare community of upcoming Chapter programming, publish a quarterly newsletter, and maintain the Chapter website, social media accounts and announcements.	<ul style="list-style-type: none"> Coordinate newsletter content and assemble a content-rich Quarterly Newsletter Interview a minimum of 1 THEF member per quarter and write 'Member Spotlight' for Quarterly Newsletter Design and maintain publication of a biweekly Chapter announcement for streamlined communications Maintain website with upcoming events and committee input Maintain THEF's social media presence <p><i>Familiarity with StarChapter, Canva, LinkedIn, Twitter and Instagram are helpful but not required.</i></p>	4 hours per month, with additional time required leading up to publication of the quarterly newsletter.	5 IT savvy encouraged to volunteer

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Sponsorship Chairs: Andrea Dabal andrea.dabal@ge.com Jim Lezzer jim.lezzer@medbridgeed.com	Develop annual sponsorship goals that support the Chapter budget, proactively communicate the value of sponsorship to current and potential sponsors, and secure sponsorship commitments.	<ul style="list-style-type: none"> Identify and solicit commitments from new sponsors Write sponsorship proposal letters Coordinate payment from Sponsors Coordinate Sponsor presence at education and networking events Prepare materials recognizing sponsors for display at events Write acknowledgement letters 	4 hours per month	3
Mentorship Program Chair: Ron Smith ronsmith@ls3p.com Chair-Elect Susan Gueiss, FACHE susan.gueiss@duke.edu	Develop the Chapter's Mentor Program to include planning, interviewing candidates, monitoring progress, and capturing lessons learned to inform continuous improvement.	<ul style="list-style-type: none"> Publicize the program Invite Mentors and Mentees via online survey Conduct mentor and mentee interviews and match pairs Host events for program kick-off, mid-program gathering and wrap-up Monitor monthly reports for completion and quality Recognition of participants 	4 hours per month, with additional time required in February and March leading up to program kick-off.	4
Clinicians' Group Chair: Charles Harr, MD charr@wakemed.org Denise Chernoff denisechernoff1@gmail.com	Develop the Chapter's Clinicians' Group Program as a resource for experienced, new and transitioning Physician / Physician Assistant leaders.	<ul style="list-style-type: none"> Identify and recruit members Define programming focused on the unique professional development needs of clinician leaders Provide support and encouragement to clinical executives who are working to earn the FACHE credential 	5 hours per month	2

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Eastern North Carolina Healthcare Executives Group Directors: Dustin Allis dallis@vidanthealth.com	Develop and executes a strategic plan to increase Chapter presence in eastern North Carolina, and host educational and networking events within the geographic area.	<ul style="list-style-type: none"> • Survey to ENCHEG members for programming content for their area • All activities associated with education and networking events (see above) • Conduct outreach to increase THEF membership in Eastern NC 	5 hours per month, with additional time required in the weeks leading up to and executing LPC sponsored educational or networking events 2-3 times per year.	6 Requires participation in Eastern NC