



**International Family
Nursing Association**

Board Orientation

2020-2021

International Family Nursing Association

INTERNATIONALFAMILYNURSING.ORG | 412-344-1414



International Family Nursing Association

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WELCOME TO THE IFNA BOARD OF DIRECTORS

Congratulations on being elected by your peers to serve on the IFNA Board of Directors. **We Need You:** Your expertise. Your personality. Your story. This is your way to connect with family nurses around the world and share your ideas. Your individual skills and experiences will be an asset to our Board and we look forward to working together.

This document has been assembled to help you prepare for your Board role. It includes information that gives you an understanding of the principles of good governance, goals, and distinct culture of IFNA.

Thank you for your willingness and enthusiasm to serve our organization!

ABOUT IFNA

IFNA is making substantial contributions to the advancement of family nursing globally through facilitating networking among those interested in family nursing education, practice, research, and policy. This brings greater visibility to family nursing, supports the socialization of the next generation of family nursing educators, practitioners, and researchers, and most importantly promotes the care of families in health and illness. IFNA currently has 406 members, representing 30 countries.

VISION

Nurses transforming health for families worldwide.

MISSION

The mission of the International Family Nursing Association (IFNA) is to transform family health by:

1. Serving as a unifying force and voice for family nursing globally;
2. Sharing knowledge, practices, and skills to enhance and nurture family nursing practice; and,
3. Providing family nursing leadership through education, research, scholarship, socialization and collegial exchange on all aspects of family nursing.

CORE VALUES

The International Family Nursing Association embraces a compassionate family focus on health, social justice, human dignity, and respect for all.

IFN FOUNDATION

The [International Family Nursing Foundation](#) (IFNF) supports the International Family Nursing Association (IFNA) and advocates for the practice, education and research of family nursing worldwide through the financial development and conscientious stewardship of charitable giving.

The Foundation's directive is to advance family nursing through:

- Research
- Practice
- Education
- Professional association and leadership development

The International Family Nursing Foundation is a separate legal entity from the IFNA. It is established as a charitable, non-profit entity under Section 501(c)3 of the Internal Revenue Service code and a not for profit corporation under Chapter 1702 of the Ohio Revised Code.

HIGHLIGHTS OF 2019-2020

- Regular Newsletters distributed to the IFNA Membership.
- Successful 14th International Family Nursing Conference, *Social Determinants of Family Health: Expanding Family Nursing Capacity*, with 377 attendees from 25 countries.
- First Student Engagement Session held at IFNC14
- Received 77 nominations for the Honor Families and Family Nurses Program totaling \$7,700.
- Reviewed and revised the IFNA Bylaws.
- Webinar - Developing Family Care & Communication Skills in Simulation
- IFNA and the Minnesota State University, Mankato Glen Taylor Nursing Institute for Family and Society entered into a Family Nursing Outreach Collaboration Agreement.
- IFNA released a new IFNA Position Statement on Planetary Health and Family Health.
- 2020 International Year of the Nurse and Midwife, with IFNA's launch of the Decade of the Family Nurse 2020 – 2030.
- Florence Nightingale's 200th Birthday Celebration [and Launch of the Decade of the Family Nurse](#) with more than 70 IFNA Members from more than 15 Countries.
- Messaging to IFNA Members related to the COVID-19 Pandemic and Racism Influences Family Health: Family Nursing Actions.

IFNA LEADERSHIP & RESOURCES

BOARD OF DIRECTORS

Perhaps your greatest Board resource is your group of colleagues who have agreed to serve as an IFNA Board of Director with you. The IFNA Board is a diverse and experienced group of volunteers who share in the vision and mission of IFNA from around the world. Each board member brings their own skill set, experience, and talent. You are not alone – we hope you will draw from the expertise of your fellow directors by reaching out to one another. A list of the current Board of Directors is on [our website](#).

STANDING COMMITTEES / BOARD LIAISONS

One of your responsibilities as an IFNA Board Member is to serve as a Board Liaison on a Standing Committee. Please become familiar with the committees and their purpose as described in the Bylaws. You will be able to follow the accomplishments of these committees at our monthly Board meetings. IFNA has 10 very active and engaged committees doing wonderful work on behalf of IFNA:

- Awards Committee
- Bylaws Committee
- Communications Committee
- Conference Planning Committee
- Education Committee
- Membership Committee
- Nominating Committee
- Practice Committee

- Research Committee
- Resource Advancement Committee

A list of the IFNA Standing Committees is on [our website](#).

Board Liaisons are expected to regularly attend committee meetings for which they serve as Liaison and remain engaged in the work of the committee. Board Liaisons report committee updates at the monthly IFNA Board meetings.

IFNA Chapters

Groups of five (5) or more active IFNA members may petition for a Chapter Charter. Petitions shall be approved and awarded by the Board of Directors. New or existing National or Regional Organizations of Family Nursing may petition for Chapter Charter membership.

Currently, there are two IFNA Chapters:

UK and Ireland Chapter (2017)
Australia New Zealand (2018)

RESOURCES

- IFNA [Bylaws](#) – available online. The Bylaws contain a wealth of information. Please become familiar with policies and procedures described in the Bylaws.
- 2016 – 2019 [Strategic Plan](#) – available online. We are currently in the process of creating a new strategic plan to guide us the next 5 years.
- [Position Statements](#) – available online.
- [IFNA Website](#) – The IFNA website is comprehensive. Please be familiar with the vast amount of information and resources our website provides to IFNA members and beyond.
- IFNA administrative support: *Debbie Zaporoni* and IFNA Executive Director, *Beth Kassalen*

KASSALEN MEETINGS & EVENTS (KME)

Because volunteer time is a valuable resource to all of us, IFNA contracts with a professional management company to coordinate and manage the IFNA day-to-day operations and support the work and activities of our committees. Beth Kassalen and Debbie Zaporoni are valuable resources for the IFNA Board of Directors, please email or phone them as needed.

IFNA Headquarters

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Beth Kassalen
IFNA Executive Director
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Debbie Zaporoni
Association Manager
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Kassalen Meetings & Events provides professional management solutions and administrative support for member-run organizations, like IFNA. Our staff handles the daily operational needs of an association so that the Board and key volunteer leaders can focus on strategy and growth.




Responsibilities include:

- Provide Executive Director services
- Membership Management
- Fiscal Management of IFNA Financial Resources
- General Office Management
- Facilitate Communication of IFNA Leadership and Membership
- Facilitate and coordinate planning of the biennial conference

RESPONSIBILITIES OF BOARD MEMBERS

The Board of Directors shall manage the business and affairs of IFNA. The Board establishes goals and assesses progress towards goals, maintains stewardship responsibility for finances, and sets policies for overall management and operation of the association. While day-to-day operations are coordinated through a management company, the Board's relationship with that company is a partnership and the appropriate involvement of the Board is both critical and expected.

Key Duties / Responsibilities:

- As the governing body of IFNA, members of the Board of Directors (BOD) shall serve in good faith, uphold the highest professional, ethical, and legal standards, and fulfill the obligations of their positions.
- Perform duties prescribed by the IFNA Articles of Incorporation, and the IFNA bylaws.
- Must attend at least 50% of all BOD meetings per year or will be considered to have vacated their position and a replacement will be named in the next scheduled election.
- Serve in a liaison capacity to at least one standing committee. The Board may participate as ex officio members to all standing committees, except for the Nominating Committee.
- Be informed about the policies and programs of IFNA.
- Participate in the financial development of IFNA.
- Act as an informed advocate and ambassador of IFNA.
- Remain engaged with IFNA communications.
 - LinkedIn  <https://www.linkedin.com/groups/6664854/profile>
 - Twitter  <http://twitter.com/ifnaorg>
 - YouTube  <https://www.youtube.com/channel/UCz74r5atTxPi1rk4qPEBKZg>

Legal Responsibilities:

- *Duty of Care* – Participate actively and exercise reasonable care in organizational planning and decision-making to make sound and informed judgments.
- *Duty of Loyalty* – Put the interests of IFNA before any personal or professional concerns and avoid potential conflicts of interest.
- *Duty of Obedience* – Ensure compliance with all applicable federal, state, and local laws and regulations as well as commitment to the mission of IFNA.

MARK YOUR CALENDAR

It is important the board members remain engaged and passionate about IFNA. It is important to participate in meetings and events. The IFNA monthly board calls are scheduled the **2nd Thursday of the month, 8:00am – 10:00am Eastern (New York).**

July – December 2020 Board Meeting Schedule			
Thursday	July 9	October 8	8am – 10:00am Eastern (New York)
Thursday	August 13	November 12	8am – 10:00am Eastern (New York)
Thursday	September 10	December 10	8am – 10:00am Eastern (New York)

The GoToMeetings platform is used for all (no cost the board members) conference calls. You may use your computer, cell phone or tablet. Go to <http://www.gotomeeting.com> for detailed instructions.

IFNC15 is scheduled for June 28 – July 1, 2021. Planning is in process for a virtual meeting due to the pandemic coronavirus, COVID-19, and the resulting health and economic uncertainties.