**Position Overview**

Officers and Directors constitute the Board of Directors and are the governing body of the organization. This is a working Board that manages the business and affairs of IFNA. All members serve in good faith, uphold the highest professional, ethical, and legal standards, and fulfill the obligations of their positions.

[Click here](https://internationalfamilynursing.org/wordpress/wp-content/uploads/2021/07/IFNA-Bylaws_2021_APPROVED.pdf) for the IFNA bylaws.

The IFNA Board meets monthly via conference call. The duration of each conference call is 2 hours. Attendance and active participation is required of all Officers and Directors. Officers and Directors must attend at least 50% of all BOD meeting per year. Occasionally, there are ad hoc meetings of the Board arranged as necessary. The daily business of IFNA is handled via email.

Officers and Directors also serve as liaisons to the IFNA standing committees and provide updates on committee activities during the board meetings.

Nominating Committee description is below.

Newly elected board members will assume office on June 30, 2024

For the 2024 election cycle, there are seven (7) positions open.

# *Secretary*

This is a two-year commitment. A voting member for at least 2 years prior is eligible to be a candidate for the Secretary position. Prior active participation in one or more IFNA Committees, IFNA Chapters or other organized group is preferred.  The Secretary prepares and distributes minutes of all meetings of the Board of Directors and Executive Committee and maintains these correspondences of record for the organization. Eligibility of nominees will be verified.

***Director (3)***

This is a two-year commitment. A voting member for at least 2 years prior is eligible to be a candidate for a Director position. Prior active participation in one or more IFNA Committees IFNA Chapters or other organized group is preferred.  Eligibility of nominees will be verified.

***Nominating Committee (3)***

This is a two-year commitment. A voting member for at least 2 years prior is eligible to be a candidate for the Nominating Committee. The person receiving the highest number of votes shall chair the committee in the second year of their term. The Nominating Committee shall oversee the election procedures. The Nominating Committee shall solicit potential candidates, validate their eligibility, and propose a final slate of candidates to the IFNA Board or Directors. Ultimately, the nominating committee shall prepare and submit a final ballot to IFNA Membership for voting purposes.

Upload your Candidate Information Form AND Conflict of Interest Form to  
 [IFNA Nominations (Elections)](https://kme18-my.sharepoint.com/:f:/g/personal/debbie_kassalen_org/EoyMr9zlCUlOqLdgaHeZYY4BBSeVQG4Ji7yUW402gLdqIg)

**Deadline for Nominations is Thursday, March 21, 2024**

Please select open position(s) of interest:

Secretary

Director

Nominating Committee

Newly elected board members will assume office on June 30, 2024

Name: Click or tap here to enter text.

Work Title/Position: Click or tap here to enter text.

Institution and Country: Click or tap here to enter text.

Email address: Click or tap here to enter text.

Telephone: Click or tap here to enter text.

**\*This information is shared with the IFNA members as a reference during the voting process.**

\*Previous experience in IFNA: Click or tap here to enter text.

\*Please explain your prior experiences in Family Nursing that are relevant to the position you seek in IFNA. *Limit your response to 200 words.*

Click or tap here to enter text.

\*Please explain your interest in serving in this position and list three priorities for IFNA that you would address if elected. *Limit your response to 200 words.*

Click or tap here to enter text.