



Open Leadership Position – Speaker of the Governing Council

Description:

The Speaker of the Governing Council presides at all meetings of the Governing Council. They also work with the Council, APHA staff, and other APHA leaders to develop an annual workplan for the Governing Council and meeting agendas. The Speaker is also responsible for implementing an orientation process for new Governing Councilors.¹

Because of the Governing Council's role in approving policy briefs and the policy brief development process, the Speaker collaborates with the policy staff and Evidentiary Review Committee leaders to support the effective implementation of the process.

The Speaker should be familiar with parliamentary procedure but may also consult with the Parliamentarian, appointed by the Executive Board, if a question of parliamentary order arises. The Speaker should aim to be neutral in decisions arising within the Governing Council, with only a commitment to ensure rigorous discussion.

The Speaker serves as a voting member of the Executive Board; on the Executive and Governance Committee of the Executive Board; and on one additional Executive Board committee which is assigned to them. The Speaker serves as a liaison between the Executive Board and the Council. The Speaker is an ex officio, non-voting member of the Committee on Bylaws.² Additionally, given their role in governance, they may at times be required to attend other Standing Committee Meetings, and meetings of the Intersectional Council, Council of Affiliates, Caucus Collaborative, and Past Presidents' group. The Speaker may also be required to lead ad-hoc committees to address concerns or to support the work of the Governing Council, and to meet with other members of the APHA leadership team or staff to understand the Governing Council's pressing concerns. The position includes reporting responsibility (PowerPoint presentations, written reports, etc.) to the Executive Board and Governing Council.

Successful candidates must be able to set aside the significant time needed to commit to a great deal of planning and committee work, including:

- Monthly planning calls with the Governance Liaison
- Six Executive Board meetings (in-person and virtual) per year, three of which occur over 2-3 days (in January, May and October)

¹ The Governing Council is in-session for a 2.5-hour virtual meeting in June and in-person the Saturday afternoon and Tuesday morning of the Annual Meeting with additional orientations, trainings, and discussions held virtually throughout the year (approx. 1x/month)

² Please review the APHA Bylaws and position description for Executive Board for full details of roles and functions on the Executive Board, Governing Council, and Committee on Bylaws on which successful candidates will serve.

- Meetings of the Executive Committee, which functions as the leadership team between meetings of the Executive Board
- Monthly meetings of the Governance Committee
- Monthly/bi-monthly meetings of the Committee on Bylaws
- Monthly/bi-monthly meetings of other APHA Governance Bodies (ISC, CoA, CC, etc.)
- Planning, presiding over, and evaluating the Mid-Year and Annual Meetings of the Governing Council
- Developing and hosting the Governing Council orientation and additional training sessions (GC Speaker Series) as required.
- Drafting and revising of relevant reports and presentations.
- Leading additional ad-hoc committee(s) as required

Period of Service:

The Speaker of the Governing Council serves a three-year term. The Speaker's term begins immediately following the Annual Meeting in which they are elected, though the next three Annual Meetings, the position is eligible for re-election.

Eligibility:

Nominees for Speaker of the Governing Council must demonstrate a substantive track record of leadership within APHA and within the field of public health. Service on the APHA Executive Board in either an ex-officio or elected role is recommended but not required. A thorough knowledge of Robert's Rules of Order and APHA structure; previous experience chairing large committees or group, including conflict resolution and facilitative leadership experience, strong interpersonal and communication skills; and flexibility and quick thinking are required. Experience with bylaws and APHA operating procedure is desired but not required.

Financial Expectations:

The person elected Speaker can expect the following:

- Each Executive Board member, including the Speaker, is responsible for their Annual Meeting conference registration fee, travel expenses, meals (Saturday through Wednesday) and hotel accommodations (Friday to Wednesday) to attend the Annual Meeting. Attendance at the Annual Meeting is required.
- All Executive Board members, including the Speaker, are required to pay dues and maintain membership in their state Affiliate throughout the duration of their term on the Executive Board.
- As with any governing board, Executive Board members and officers are expected to participate annually in the Association's development efforts in ways that align with their individual capacity, interests, and comfort level. Donations of any amount are welcome and count toward this goal, including gifts made to any APHA giving area from the beginning of the fiscal year on July 1 through the conclusion of the Annual Meeting for the current leadership year. If you have questions or would like to discuss participation options, please contact the Development Office at development@apha.org.

- APHA will cover all Executive Board members', including the Speaker, travel expenses to attend the in-person Executive Board meetings per year in Washington, D.C. (according to APHA's travel policy these usually cover the designated hotel, air or ground travel, meals, and appropriate out of pocket expenses).
- APHA will also cover the two nights of hotel accommodations for (usually Wednesday and Thursday nights) and two days of meals (Thursday and Friday) the Executive Board meeting preceding the Annual Meeting.