



AMERICAN CASE MANAGEMENT ASSOCIATION

2018-2020 Call for Nominations

The American Case Management Association (ACMA) announces Call for Nominations for Board and Committee appointments to serve 2018-2020. Candidates must be members of ACMA in good standing. In accordance with [ACMA's Certification Position Statement](#), candidates must also hold the Accredited Case Manager (ACM™) certification. ACMA Board Members must maintain compliance with ACMA Board Code of Ethics, Standards of Conduct and Conflict of Interest policies.

NATIONAL BOARD POSITIONS

This year, ACMA members will elect the following four National Board positions to serve a two-year term beginning at the close of the 2018 Annual Meeting in Houston, Texas, on April 27, 2018, and ending at the 2020 Annual Meeting:

- President-elect (Social Worker, ACM)
- Board Member-at-Large (Nurse, ACM)
- Board Member-at-Large (Nurse, ACM)
- Board Member-at-Large (Social Worker, ACM)

The ACMA Board of Directors is responsible for the policy development, strategic direction, legal compliance and fiduciary responsibilities of ACMA.

Responsibilities include:

- Three to four live meetings and five to six conference call board meetings annually
- Assignments as Board Liaisons to Committees
- Providing financial oversight of ACMA's annual budget
- Ensure effective organization planning and participate in implementing and monitoring ACMA's strategic goals
- Enhance ACMA's public standing
- Determine, monitor and strengthen ACMA's programs and service to ensure consistency with ACMA's mission
- Ensure legal and ethical integrity and maintain accountability in accordance with nonprofit organization standards

Newly elected board members are required to be present for the 2018 National Conference, which includes a post-conference Chapter President's Meeting. Although there is no exact number of hours volunteered during a board term, it is wise to plan for two to four hours per week for national board.

CHAPTER BOARD POSITIONS

Board positions will also be elected in all ACMA chapters. For all chapters, the newly elected board members will serve for a two-year term beginning May 1, 2018, and ending April 30, 2020. It is wise to consider on average at least two hours per week that you might give to the chapter's work – some less, some more depending on your role.

Annually, Chapter Board members are invited to attend the Spring and Fall Chapter Presidents meeting in conjunction with ACMA's Annual Meeting and Leadership Conference respectively. Chapter Boards are required to meet at least quarterly and most accomplish this via conference call. Some chapters invest in at least one to two live meetings per year.

NATIONAL AND CHAPTER COMMITTEES

ACMA is also taking nominations for members who have an interest in serving on one of the national or chapter committees below.

National Committees

Fundraising Committee - Responsibilities include:

- Achieve net fundraising goal established by the ACMA National Board of Directors
- Secure chapter contributions
- Propose new fundraising ideas to Board
- Multiple Committee calls and active volunteer participation in activities at the national conference as well as email correspondence

Nominating Committee - Responsibilities include:

- Review nominees and history of their membership activities
- Submit slate of candidates to Board
- Conference calls and email correspondence

Poster Session Committee - Responsibilities include:

- Review and recommend revisions to all poster session documents
- Develop solicitation plan to ensure submissions
- Screen all submissions for acceptance
- Judge posters on site at the national conference
- Conference calls are required as well as email correspondence

Public Policy Committee - Responsibilities include:

- Submit briefcase teaser monthly
- Review all public policy documents as requested and provide feedback
- Attend pertinent CMS Open Door Forums and write summary of forum for ACMA Board
- Draft position statements for Board review

Chapter Committees

Nominating Committee - Responsibilities include:

- Review nominees and history of their membership activities
- Submit slate of candidates to Board
- Conference calls and email correspondence

Membership Development Committee - Responsibilities include:

- Develop recruitment and retention strategies for the Chapter membership
- Identify member needs and communicate these to the Chapter Board
- Annually develop membership goals and objectives
- Recruitment activities
- Conference Calls and email correspondence

Education Committee - Responsibilities include:

- Annually plan a minimum of eight (8) hours of approved continuing education credits for nurses and social workers for annual chapter conference as well as others
- Identify what education content is needed in their local area
- Recommend Speakers for consideration
- Provide onsite conference support as needed

ACMA's mission is to be THE association for health care delivery system case management and transitions of care professionals.