

**INTERNATIONAL SOCIETY FOR HEART AND LUNG TRANSPLANTATION  
CALL FOR NOMINATIONS  
TO THE  
BOARD OF DIRECTORS  
(for the April 2019-April 2022 service period)**

Andrew Fisher, FRCP, PhD, Chair of the Governance Committee, invites the nomination of qualified ISHLT members to serve as Directors on the ISHLT Board of Directors. There are **three** open positions for Director on the ISHLT Board of Directors to commence at the end of the 2019 ISHLT Annual Meeting. Completed nomination packets must be submitted to the ISHLT HQ Office by **5:00 PM US Eastern Time on Monday, September 3, 2018.**

ISHLT has become a large and complex organization. Board members are responsible for governance, policy setting, and decision-making from the perspective of the Society as a whole rather than from the perspective of their particular professional specialty, geography, or other demographic attribute.

The Board focuses on mission, strategic direction, organizational priorities, programs, and financial oversight. The Board of Directors undertakes ISHLT business via three face-to-face board meetings a year (2 days each) as well as regular, interim conference calls. Between Board meetings/calls, the Executive Committee (the 5 officers) meets every other week via conference call to undertake business that does not require a Board vote. The job description for Board Directors may be found [here](#).

### **Eligibility Criteria**

Nominees desiring to be favorably considered for a Director position should have had significant involvement in and service to ISHLT. Additionally, nominees should have **demonstrated ability** to think strategically, work effectively within a collective decision-making body, and have knowledge of or experience with organizational governance.

The Governance Committee will give priority to evidence of the following criteria when evaluating nominations:

1. Leadership experience and abilities
2. Ability to work collaboratively among peers with different needs and interests
3. A commitment to help ISHLT make progress towards its strategic goals and objectives
4. Experience in one or more of the following areas: finance, advocacy, fundraising, leadership development, and/or organizational governance
5. Prior service in a leadership position for ISHLT, such as Chair of a Council or Committee; Workforce Leader of a Council; Chair or Project Lead for an ISHLT activity (academy, standards and guidelines project, registry, monograph, etc.)
6. A commitment to set aside time to devote to active engagement in ISHLT leadership and oversight responsibilities
7. A willingness to engage in self-evaluation as well as in the evaluation of and feedback to other volunteer leaders
8. A minimum of 5 continuous years of membership in ISHLT

A completed **Nomination Application** and **two letters of reference** detailing the nominee's abilities as outlined above are required for each nominee.

- One of the letters must be from an ISHLT member in good standing describing the contributions that the candidate has made to ISHLT.
- One of the letters must be from one of the candidate's administrative superiors, must address attributes 1, 2, and 6 listed above, must include specific examples that demonstrate those attributes, and must indicate the institution's support of the candidate's commitment to ISHLT leadership.

Letters commending the nominee's professional stature, research, and/or clinical accomplishments, etc., are less helpful. The letters of reference will be given close attention by the Governance Committee.

Individuals who serve as an Officer on the Board of a related medical professional society are not eligible for simultaneous service on the ISHLT Board. Nominations of individuals who serve as a Director on the Board of a related medical professional society will be considered on a case by case basis. Note that ISHLT Officers and Directors may not simultaneously serve as officers of any ISHLT Scientific Council nor as Project Leads/Chairs for any ISHLT activity (standard/guideline, new registry initiative, Academy, etc.). Officers and Directors may serve as ISHLT Committee Chairs.

Board members are assigned to serve as Board liaisons to one of ISHLT's Committees or Scientific Councils. The Board liaison is expected to participate on all Committee / Council conference calls, serve as a conduit of information between the Board and the Committee / Council, and provide oversight of / guidance to the Chair. Board members may also be assigned to serve on various Task Forces. An expected turn-around time of between 2 and 5 days for email correspondence and email votes is the norm, depending on the urgency of the matter. Given the demands of Board service, **nominees are asked to provide a description of how they will allocate the necessary time for Board service in light of their work demands.**

Members elected to the ISHLT Board of Directors provide an invaluable service to the organization and its future. The Governance Committee appreciates your participation in the nomination process and in identifying individuals who will continue to strengthen the ISHLT. **Self-nominations are both welcomed and encouraged.**

**Your Nomination Packet must include the following:**

- 1) [Nomination Application](#) completed by the nominee
- 2) Two letters of reference as described above

**NOTE: If you submitted a nomination packet last year, your letters of reference from that packet will be added by ISHLT to your nomination packet this year. Additional /updated letters of reference are welcome but not required.**

**Applications and all attachments must be submitted by 5:00 PM US Eastern Time, September 3, 2018. Upon its completion, a copy will be automatically sent to [megan.barrett@ishlt.org](mailto:megan.barrett@ishlt.org).**

**Late Nomination Packets or packets that do not contain ALL of the required documents submitted at the same time as attachments to one email will not be accepted.**