

## Qualities and expectations of a Clinical Specialty Council division representative

All appointed Clinical Specialty Council division representatives are expected to meet the following qualities and responsibilities.

### **Appointment and Term in Office:**

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Clinical Specialty Council (CSC) division representatives will serve a term of three years with the eligibility to be reappointed for an additional three-year term. Representatives shall be appointed in collaboration with SIR division councilors and will follow the term per their role within the division committee.

### **General qualities of an SIR Clinical Specialty Council division representative**

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- Be and remain a member in good standing of the Society of Interventional Radiology.
- Be willing and able to devote the necessary time throughout the entire appointed term of service.
- Support and further the goals and objectives of the society and foundation.
- Possess the highest ethical standards and be recognized and respected by peers as a leader in interventional radiology, specifically in the appropriate disease state.
- Be free of any significant conflict of interest that would prevent him/her from serving objectively. Annually, complete a disclosure of all possible conflicts of interest.

### **Responsibilities of an SIR Clinical Specialty Council division representative**

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#### *Meetings and initiatives*

- Attend all in-person and virtual meetings of the assigned CSC and division committee(s) unless excused by the councilor or chair. Members will be notified in advance of the exact time and place for their next meeting and shall notify the councilor or chair and staff liaison if unable to participate in an upcoming meeting.
- Prepare for all meetings by reading the agenda in advance. Willingly and actively participate in all discussion, lending knowledge and expertise to the group.
- Enhance the work product of SIR and SIR Foundation functional divisions by serving as a resource for up-to-date, disease-specific knowledge, expertise and perspective.
- Serve as a single point of contact between the assigned CSC and functional division.
- Foster effective two-way communication between the assigned CSC and functional division by proactively sharing information between the groups.
- Advocate on behalf of each group to ensure CSC activities and priorities are represented within the division.
- Complete assigned projects and tasks as necessary. Lead projects as warranted.
- Submit written informational or discussion reports to the clinical specialty council as needed.

#### *Vision*

- Support SIR and SIR Foundation's vision, mission and strategic plan and the clinical specialty council's charge.
- As a volunteer group, anticipate change and proactively establish directions and/or guidelines to address issues and meet the clinical needs of the public, as well as the clinical and non-clinical needs of society members, the profession and the organization.

*Fiduciary obligations and governance*

- Agree to comply with all volunteer policies established by SIR and SIR Foundation.
- Be aware of and adhere to the society's policy of strict compliance with federal and state antitrust laws.

*Other*

- Effectively communicate with leaders, other volunteers and society staff regarding task and project completion.
- Treat other volunteers and staff with respect and courtesy.
- Promote the society's image by staying informed and representing the society to others.
- Engage with other society and foundation volunteers and members on SIR Connect.
- Be willing to guide and mentor newer volunteers and younger SIR members.
- Provide support and guidance to staff as needed.
- Help recruit and orient future members and leaders.
- Perform any duty or responsibility that the board of directors or the president may assign.