

Leadership Development Committee (LDC) Position Description

Overview

The Leadership Development Committee (LDC) members are responsible for ensuring effective succession planning which includes:

- Fostering leadership development in members with potential for board service
- Identifying leadership development opportunities for the membership
- Identifying and slating of highly-qualified leaders for the ONS Board of Directors.
- Assuming oversight of the board selection process
- Establishing and managing LDC policies, procedures, and other documentation

Eligibility

Per ONS Bylaws, Article VI, Section 2:

“To be eligible to serve on the Leadership Development Committee, individuals shall have been voting members of ONS for no fewer than five (5) years prior to committee membership. They shall meet the qualifications as outlined and approved by the Board.”

Qualifications

The LDC member should have a combination of:

- Governance level experiences (ONS or other organizations) within the last 5 years
- Understanding of governance roles and elements of effective boards
- Experience, knowledge and skill in leadership roles, concepts, and development Including:
 - Leading and participating effectively in team environments
 - Excellent communication and presentation skills
 - Ability to apply principles of diversity, equity, and inclusion
- Experience and skill in developing, coaching, and guiding emerging leaders
- A well-developed network with ONS members at local, state, or national level
- Experience with organization-wide decision-making and accountability
- Knowledge of current issues and trends in oncology nursing and health policy related to oncology care
- Professional image and ethical conduct in representing ONS

Responsibilities

Core LDC Work

- Assures the Society has an effective leadership succession plan and process
- Attends and actively participates in Leadership Development Committee work
- Maintains confidentiality pertaining to the work of the Leadership Development Committee
- Facilitates and creates opportunities for equity, inclusiveness, and diversity in ONS leadership
- Fosters visionary thinking and identification of strategic issues that lead to the transformation of cancer care
- Models and actively promotes ethical decision-making practices of the Society
- Collaborates with ONS Board of Directors on issues of significance to the Society
- Facilitates collaboration among the Oncology Nursing Society (ONS), Oncology Nursing Certification Corporation (ONCC), and Oncology Nursing Foundation

Board Selection Process

- Cultivates and encourages high-potential individuals to assume key ONS leadership roles
- Facilitates identification of and follow up with potential Board candidates throughout the year
- Informs ONS membership about board selection process and opportunities
- Selects a qualified slate of candidates for the Board of Directors
- Oversees the selection process
- Establishes and enforces policies and procedures governing the board selection process
- Establishes and updates candidate application and slating process
- Identifies trends and strategies regarding effective board selection processes
- Reviews the policies and procedures of the board selection process regularly and recommends changes as indicated

Leadership Development

- Assesses leadership needs of the Society in conjunction with the ONS Board of Directors and ONS staff
- Assesses needs of members to advance as potential leaders within ONS
- Collaborate with the Board and staff on developing and implementing a leadership development plan for the Society that fosters oncology nurse leadership among members at the individual, local, state, and national level
- Identifies and recommends initiatives, programs, and offerings to advance the leadership development of ONS members

- Maintains a database of potential ONS leaders to support individual development and fulfill ONS succession planning needs
- Provides interested members with leadership development recommendations
- Presents nationally and locally to promote leadership development and education
- Actively monitors and seeks leadership development educational resources and partnerships

Time Commitment

Time commitment for meetings and travel will include weekdays, weekends, and may include holidays.

Approximate breakdown of time commitment:

- Extended Meetings - 3 meetings (generally in-person, but may be virtual); often includes a weekend
 - Slating Meeting – February;
 - Typically arrive on Wednesday, meet Thursday/Friday and until noon on Saturday
 - Can depart Saturday afternoon/evening or Sunday
 - Congress – April/May
 - Typically arrive Wednesday, attend Congress Thursday/Friday/Saturday, with responsibilities throughout the event; time to attend regular Congress sessions is limited
 - Depart Sunday
 - Fall Meeting – November;
 - Typically the Thursday/Friday/Saturday of the first weekend in November
 - Typically arrive on Wednesday, meet Thursday/Friday and until noon on Saturday
 - Can depart Saturday afternoon/evening or Sunday
 - All ONS Boards, LDC, and ONCC Nominating committee come into Pittsburgh for this meeting. It is an opportunity for different combinations of joint sessions as well as individual team work
- Virtual Meetings – Monthly virtual meetings during the months with no extended meeting; 1-1 ½ hours each
- Work between meetings includes:
 - Networking and development of programs, offerings, presentations, policies and procedures or services.
 - Review of Board candidate information prior to the December and February Slating Meetings.
 - **Time commitment is substantial, approximately 2 hours per candidate for both the NOI review and the Application review.**

Revised 12/20, 9/13/23, 8/29/24

LDC chartered by ONS Board of Directors 3/18