



BOARD of DIRECTOR CANDIDATE REQUIREMENTS

Requirements:

Such Director shall be a PIA of Tennessee Member in good standing with an insurance organization operating within the American Agency System. The PIA of TN Board of Directors supervises, directs, and controls the policies and programs of the Association.

Qualities of a Good Board Member

"Good board members are willing to deal with difficulties yet roll with frustrations. They aren't stuck on winning every issue. They are team players." - Jing Lyman

It takes a certain mix of personal qualities and character traits, as well as skills and experience, to make a good board member. In addition to possessing these qualities, traits, skills and experience, good board members must be willing to use them to benefit the organization for which they have agreed to serve. Successful and happy board members share the following:

- *They tackle with relish important and often complex problems of the organization*
- *They take an orderly approach to decision making*
- *They are people of principle*
- *They bring to the table neither their prejudices nor their own agendas*
- *They know that the problems they will face are complex and the solutions are not always easy - often the only choice is the least flawed of several imperfect options*
- *They have a sense-of-humor*
- *And, most importantly, they are enthusiastic participants*

"Enthusiasm is one of the most powerful engines of success. When you do a thing, do it with all your might. Put your whole soul into it. Stamp it with your own personality. Be active, be energetic, be enthusiastic and faithful, and you will accomplish your objective. Nothing great was ever accomplished without enthusiasm." - Ralph Waldo Emerson

Rights, Responsibilities, and Commitments of PIA of TN Board Members

Rights

- (1) Board members can count on fellow board members and the Chief Executive Officer to act as partners, working together to carry out the organization's mission.
- (2) Board members should be able to rely on the willingness of board colleagues to fulfill the responsibilities and work expectations of their directorship.
- (3) Board members are entitled to expect strong leadership - a President with a vision and understanding of what the organization can be and the capacity to motivate people toward the fulfillment of that vision.
- (4) Board members are entitled to expect their board directorship experience to be productive, interesting, rewarding, and fun!

Responsibilities

The Role of a Director is three-fold:

- (1) Representation: Serve as the regional or area representative for member agents and prospects, promoting PIA and its resources, and serving as the voice and ears between the association and insurance industry professionals.
- (2) Governance: While the Association employs Staff to manage the day-to-day operation of the organization, Directors provide an important strategic oversight role through a committee structure and regular Board of Directors meetings. In practice this means, Directors:
 - Determine the organization's mission and purpose.
 - Implement plans to achieve the mission and purpose.
 - Actively participate in committees that will strengthen the organization's programs and services.
 - Review and monitor the financial well-being of the organization.
 - Select the Chief Executive Officer of the organization.
 - Determine adherence to legal, ethical, and fiduciary responsibilities and requirements.
 - Are available to members to allow their concerns and interests to be heard and evaluated.
 - Work in their area of the state to inform and assist any local chapter or member where there is no local chapter.
 - Solicit new members, advising the CEO of the name(s), address(es) and phone number(s) of all prospects contacted.
- (3) Strategic Planning: The Board is specifically charged with determining the long-term vision and mission of the Association.

Time Commitment

When elected to an at-large Director position, individual commit to the following:

- To serve on the Board for a 3-year term
- To attend quarterly meetings of the Board, which generally last 2 hours plus travel time for any face-to-face meetings (currently, the Board Meetings are held virtually but a return to in-person is anticipated in 2022)
- To attend the Annual Convention and Annual Board Meeting, which generally involves 1 – 2 days out of the office
- To participate in the annual Day on the Hill event held in Nashville each Spring (full day event)
- To attend the PIA National Federal Legislative Summit in Washington, DC at least once during the 3-year term (typically a 2-day event)
- While it is not required, many Directors attend other PIA events such as the annual golf outing, Partnership Engagement events, Chapter Meetings, and other related industry events
- To work with agents in their geographic area to solicit at least 2 new PIA memberships, as well as deliver membership plaques to new members
- To assist with securing at least 2 Company Partnerships and Event Sponsorships

Financial Commitment

The largest financial commitment for a Director is the time away from their office while performing their duties as a Director. Additional financial commitments may include:

- Contribution to the TINS-PAC and PIAPAC programs – while a specific amount is not mandated or required, it is recommended that each Director consider contributing to these programs
- Mileage and travel expenses to attend in-person Board meetings
- Registration, hotel, and travel expenses related to attendance at the Annual Convention
- Mileage and travel expenses to attend Day on the Hill (Nashville)
- Registration, hotel, and travel expenses related to attendance at the PIA National Federal Legislative Summit (Washington, DC)

"In addition to attending board meetings, you should expect to spend time preparing for those meetings, serving on committees, appearing at events and contacting potential partners....Evaluate your other commitments and figure out how you will find time for serving on the board...It is not fair to the organization for you to agree to serve when you know you do not have enough time to do a good job." - Council of Better Business Bureaus

Desired Board Member Profile

The Nominating Committee is seeking an individual possessing the following:

1. Knowledge, experience, exposure, and commitment with regard to PIA of TN programs, benefits and services:
 - a. Active involvement and participation in the Association
 - b. Relates well with others, is respected by industry peers, and is willing to serve as a resource to other PIA members
 - c. A desire to work with and make positive contributions to the Association
 - d. A commitment to membership development and retention
 - e. A commitment to facilitating communication between the Board, Membership, and Company Partners
 - f. A willingness to give Association affairs a high priority in conjunction with work and other responsibilities
 - g. The desire to state his/her perspective on goals that the Association should adopt, and share ideas as to how desired goals should be accomplished
 - h. Has shown an interest in the Association by:
 - i. Personally participating in and sending staff members to PIA of TN Education Programs and Annual Conventions
 - ii. Contributing to TINS-PAC and PIA-PAC programs
 - iii. Attending Day on the Hill and/or PIA Federal Legislative Summit
 - iv. Introducing PIA of TN programs and services to other agents in the state
2. Leadership Characteristics:
 - a. Prior experience with a formal group structure (another Board, Committee, Association)
 - i. Preferably in a leadership capacity
 - ii. Preferably with an organization that is insurance industry related
 - b. Demonstrates creativity – a problem solver, not simply a problem identifier
 - c. Demonstrates open-mindedness and a sensitivity to others' points of view
 - d. Can work within the bounds of the Board of Directors Confidentiality Agreement
 - e. Has a sincere desire to represent the best interests of PIA membership

Candidates are required to submit an application to PIA of TN's Nominating Committee – piatn@piatn.org - by February 15, 2022, for the term of office that begins April 1, 2022.

BOARD NOMINEE INFORMATION FORM

Name _____ Designations _____

Position / Title in the Agency _____

Agency Name _____

Address _____

City _____ State _____ Zip _____

Phone () _____ Fax () _____

E-mail _____ Agency Website URL _____

Years in the industry _____ Time with present agency _____

What insurance industry organization(s) are you involved with? _____

List any offices held with other industry organizations: _____

I feel that PIA of TN should consider having the following goals:

1. _____

2. _____

3. _____

I feel that I can make a contribution to the PIA of TN Board of Directors in the following way(s):

1. _____

2. _____

3. _____

Remarks: *(please feel free to list any additional information that will assist the Nominating Committee in considering you for a Director position)*

THANK YOU FOR YOUR INTEREST.

The Nominating Committee will consider your nomination and a slate of Directors will be presented at the Annual Meeting of Members on April 1, 2022.

Return this form to piatn@piatn.org.