

Policy .....	11.01.17
Revised .....	2/22
BOD Reviewed and Approved...	7/22
Substituted for .....	11/21
Original Date.....	10/20

**ROLE DESCRIPTION**

A. ROLE TITLE: EMERGING NEPHROLOGY NURSE PROFESSIONAL FELLOW

B. OVERALL PURPOSE AND OBJECTIVES OF ROLE

1. Understands, upholds, and supports the mission, purpose, objectives, policies, procedures, and strategic plan of ANNA.
2. Provides great value to ANNA by providing an avenue for learning about the priorities of this key demographic, who are the future of the organization and nephrology nursing.
3. Provides perspective and commentary on issues facing emerging Nephrology Nurses.
4. Participates in ANNA Board of Director (BOD) meetings, projects, and workgroups as assigned.

C. COMPOSITION

1. Non-Voting Member of the ANNA BOD
2. Selection Method:
  - a. The Emerging Nephrology Nurse Professional Fellow will be promoted to ANNA members.
  - b. Potential candidates can either be nominated by someone else or self-nominated.
  - c. Potential candidates can either accept or decline the nomination by someone else.
  - d. Acceptance of the nomination would require the candidate to complete the questions and the essay portion of the application.
    - (1) What is your experience at the local ANNA chapter level?
    - (2) Are you able to commit to, attending in-person meetings and conference calls as needed?
    - (3) Are you comfortable with sharing of ideas via in-person meetings, virtual meetings, email, and through document sharing?
    - (4) Why are you interested in serving on the BOD and what can you contribute towards the mission of ANNA? (250-500 words)
    - (5) What are your short- and long-term goals within ANNA?
  - e. Following vetting of potential candidates by the National Office, the BOD will perform an objective blind review of all candidate applications.
  - f. The BOD will conduct Zoom interviews with the top candidates and determine selection via a vote.

3. Qualifications:

a. Education:

- BSN or higher education required.
- CDN/CNN preferred.

b. Be a current ANNA member in good standing.

c. Must have no more than five (5) years' experience in nephrology nursing at the time of selection.

d. Previous experience in ANNA local chapter and/or ANNA volunteer position preferred.

e. Must be able to commit to attending in-person and virtual meetings/calls and national conferences. Travel will be required and compensated by ANNA.

f. Must be comfortable with engagement via in-person meetings, virtual meetings, email, and document sharing.

D. TENURE

The person receiving the Emerging Nephrology Nurse Professional Fellow will serve a term of one (1) year and begin the term at the close of the annual business meeting.

E. GOVERNED BY CONSTITUTION AND/OR BYLAWS

Not applicable.

F. ATTENDANCE EXPECTED AT THE FOLLOWING MEETINGS:

1. ANNA National Symposium

2. ANNA Nephrology Nursing Practice, Management & Leadership Conference (Fall Conference)

3. ANNA BOD calls / meetings – 80% or more participation.

- a. Many emails are sent and received; some have little turnaround time. Do you have enough time and commitment to be responsive?

G. RESPONSIBILITIES OF EMERGING NEPHROLOGY NURSE PROFESSIONAL FELLOW YEARLY RECIPIENT

1. Understands, upholds, and supports the mission, objectives, policies, procedures, and strategic plan of ANNA.

2. Serves as a non-voting member of the BOD.

3. Utilizes ANNA Connected to network and collaborate with ANNA members.

4. Write an article for the *ANNA Update* on their experience prior to the end of the term.

#### H. RESPONSIBILITIES OF MANAGEMENT FIRM

Assists in tasks as requested.

#### I. LINES OF COMMUNICATION

Refer to the organizational chart.