

Association for Manufacturing Excellence
Volunteer Job Description

Title: Director At Large – National Board of Directors

As a member of the National Board of Directors, utilizes experience to provide insight and recommendations for the overall growth and sustainability of AME.

Here's what you'll do:

- Attend and participate in National Board of Directors meetings as a voting member
- Contribute and make recommendations on AME operations, performance results and strategies
- Serve as a liaison to identified offering/function/KRA (ex: Consortia, Awards, CST, etc.)
- Serve on other Board of Directors sub-teams as directed by the Chairman
- Participate in developing the strategic direction and guidance aspect of the annual strategic planning process

Here are some more specific things you'll do:

- Keep abreast of the financial performance of the association through monthly comparatives
- Participate in strategy sessions to develop the long term direction of the association
- Serve as a working member of an identified offering/function/KRA
- Be knowledgeable of competitive offerings in the continuous improvement arena
- Attend the International Conference

Impact

- You will help improve the relevance and sustainability of AME
- You will interact and positively impact other volunteers and members
- You will help to develop clear objectives and direction for the association

Good Stuff

- You will be empowered and expected to bring your best ideas to AME, and to offer feedback and constructive critique
- You will join a dynamic and collaborative team of exceptional professionals
- You will be supported in this role by the AME staff and other volunteers
- You will grow your network of continuous improvement professionals

We're Looking for Someone Who Is...

- Passionate about helping AME grow
- Committed to AME's mission to inspire a commitment to enterprise excellence through experiential learning by bringing people together to share, learn and grow
- An experienced team leader and a respectful, engaged contributor to a dynamic, multi-faceted team
- A strategic thinker who is able to prioritize among competing needs

You Will Thrive In This Role If...

- You love AME, its mission and its values
- You have your company's support to spend occasional time during the workweek on this role
- You have a willingness to learn from and collaborate with colleagues as you do transformative work
- You know how to give and receive feedback
- You are creative and willing to try new strategies that serve our mission and key objectives
- You're a person who gets the job done

Other Key Information

- We will pay you \$0
- You will be expected to attend approximately 3 in-person meetings Board of Directors meetings each year and 1-2 in person meetings with the offering/function/KRA that you directly support
 - For in-person meetings that you need to attend as part of this role (i.e., Board meetings), AME will cover your airfare or car rental, hotel bill, and cover your meals (subject to the reimbursement policy)
- The expectation is that you can commit to serving in this role for 2 years
- This role may be based anywhere in North America

Expertise

- Good understanding of sound business practices
- Ability to contribute in the development of strategic direction in a dynamic environment
- Experienced in continuous improvement tools and people-centric leadership