

ENVIRONMENTAL SCANNING COUNCIL

PURPOSE: Identify trends and opportunities within dermatology

REQUIREMENTS AND SELECTION OF COUNCIL MEMBERS:

1. The Council will be composed of: 1 Chair, 1 Chair-elect and Members
2. The Environmental Scanning Council members will be volunteers comprised of Dermatology professionals.
3. The Environmental Scanning Council members will have access to a computer and be available to participate in discussions via email, phone and other communication mediums and meet at the annual convention, if in attendance.
4. Membership in the committee will continue for a 2 year term unless the member resigns or does not participate in the committee communications. Terms may be renewed after consideration by the member with approval of the Director, but no greater tenure than three two-year periods.
5. Qualifications are:
 - Have the ability to identify and communicate current and future trends in practice and education by scanning the environment consistently and constantly to ensure that we are progressive.
 - Ability to identify educational needs to ensure the most relevant, cutting edge, comprehensive and quality education for all DNA members.
 - Have an interest in evaluating changes in the environment, the medical world, the world of dermatology and be able to identify its impact on dermatology nursing.

DUTIES AND RESPONSIBILITIES:

1. Identify/recruit any stakeholders/members that are lacking representation for the committee
2. Identify means for collaboration with other like organizations or industry partners.
3. Identify prominent educational trends within Dermatology
4. Identify prominent political trends within Dermatology
5. Identify prominent philanthropic trends and opportunities within Dermatology
6. Identify prominent technological trends within Dermatology
7. Provide committee updates to DNA members via newsletters or the Journal of Dermatology Nursing
8. Contribute to the development and implementation of the goals for the DNA as appropriate.
9. Participate in projects initiated by the DNA Board of Directors, or the DNA staff.
10. Network and collaborate as needed with committee members and Chairs
11. Actively participate via meetings, telephone, and written communication
12. Conducts ongoing promotion and public awareness of the DNA, the Nurse Practitioner Society of the DNA and dermatology nursing

TIME COMMITMENT:

1. Approximately 1-2 hours monthly for conference call

REQUIREMENTS AND SELECTION OF CHAIR AND CHAIR-ELECT:

1. Must be a member of the DNA in good standing
2. Member of committee will serve a 1 year term as Chair-Elect and one year term as Chair of Environmental Scanning Council.
3. Responsible for communication between the members of the Environmental Scanning Council, the Board of Directors and the DNA staff.
4. Must have the capability to facilitate discussion, organize, develop, and meet committee goals.
5. Develop meeting agendas.
6. Call and conduct meetings.
7. Provide input, advice, and direct council members in making decisions that are in the best interests of the DNA.
8. Coordinate committee's planned programs and activities.
9. Recruit any stakeholders/members that are lacking representation for the committee
10. Mentor and orient incoming Chair-Elect and committee members.
11. Ensure that minutes are recorded for all committee meetings and distributed to council members
12. Ensure that signed minutes are forwarded to DNA office for permanent records
13. Ensure that information is free flowing and well communicated to committee members, always maintaining discretion and confidentiality as needed.
14. Assign tasks to council members
15. Report any changes in committee members to national office by using appropriate forms and procedures.
16. A Chair-elect will be appointed to work with Environmental Scanning Council Chair to ensure a smooth transition and maintain committee endeavors, after serving 1 year as member.