

## NAEMT Board of Directors Qualifications and Minimum Requirements Checklist

### Candidate Qualifications Definitions:

*The following definitions are provided to help candidates determine their eligibility.*

1. EMS Practitioner – an individual who is licensed/certified by one of the US states or territories and/or certified by NREMT as an EMS practitioner, provides direct patient care, and is an active member of an agency that provides EMS.
2. EMS Manager – an individual who serves in a management position, supervising EMS practitioners who provide direct patient care, for one or more EMS agencies.
3. EMS Instructor – an individual who is engaged in teaching activities of EMS content and/or initial or continuing EMS education at an accredited college, university, or EMS agency; a CAAHEP accredited program; or a state approved or licensed organization.
4. EMS Agency –
  - a. an EMS provider that is licensed by one of the US states or territories to provide EMS or out-of-hospital medical services to patients; or
  - b. an EMS department/division in an industrial setting (i.e., oil field, plant, etc.).

### Qualifications for NAEMT Directors:

*Defined in 5.2.1 of the [bylaws](#)*

1. Active membership for at least two (2) consecutive years immediately preceding the election.
2. Current engagement as an EMS practitioner, EMS manager, or EMS instructor as defined above.
  - Written verification from the candidate's EMS agency or educational institution confirming that the candidate serves as an EMS practitioner, EMS manager, or EMS instructor of initial or continuing education, the candidate's level of commitment to the profession, and the employer's support for the time commitment required for the position being sought.
    - a. If your employer is separate from your EMS agency/institution, a letter from the employer is also required.
    - b. If self-employed, submit a recommendation from an EMS colleague who is also an [Active](#) NAEMT member.
3. Participation in at least one of the following association programs or activities within the two years immediately preceding election:
  - serving as an instructor for an NAEMT education program;
  - serving as a state or regional coordinator for at least one of NAEMT's programs;
  - serving on an NAEMT committee;
  - serving as an NAEMT representative or liaison to another organization;
  - serving as a member of the NAEMT Affiliate Advisory Council;
  - serving as a trustee of the NAEMT Foundation.

### Qualifications for NAEMT Officers:

*Defined in 5.2.2 of the [bylaws](#)*

1. All of the qualifications for director as listed in 5.2.1 of the bylaws.
2. Service on the NAEMT Board of Directors within the previous 2 years.

### Additional Expectations for NAEMT Board Members:

1. Ability to commit approximately 5–10 hours per month to participate in Board meetings, committee calls, Board projects, and other Board-related activities.

2. Ability to attend at least three (3) meetings of the NAEMT Board of Directors per year (travel expenses covered by NAEMT).
3. Participate actively in Board discussions, planning, and decision-making processes between meetings.
4. Support and promote NAEMT's mission, [strategic priorities](#), programs, advocacy efforts, and membership within the EMS profession and healthcare community.
5. Serve as an ambassador for NAEMT and maintain communication with EMS clinicians, members, and stakeholders.
6. Help guide the association's strategic direction and support effective planning and oversight of Board initiatives and projects.
7. Uphold the fiduciary responsibilities of Board service:
  - a. Duty of Care – participate actively and make informed decisions.
  - b. Duty of Loyalty – place NAEMT's interests above personal or professional interests.
  - c. Duty of Obedience – uphold NAEMT's mission and comply with governing documents and policies.
8. Review and uphold applicable NAEMT governing documents, policies, and professional standards, including:
  - a. [Bylaws](#)
  - b. [Policy and Procedure Manual](#), including the Conflict of Interest Policy
  - c. [EMS Code of Ethics](#)
  - d. [Privacy Policy](#)
9. Interested candidates are encouraged to review the Board position descriptions outlined in the NAEMT [Policy and Procedure Manual](#) prior to submitting candidacy materials.