

Operational Guideline 1: Choosing Cabinet Members

Purpose

The Nursing Cabinet is a representative body that influences and improves nursing at UVAHS. Cabinet representatives are responsible for bringing practice and worklife issues from their nursing constituency to the attention of the Cabinet. They are also responsible for routinely communicating progress reports and Cabinet decisions to their constituents. Cabinet members research and discuss nursing concerns, plan for improvements, direct issues to the Nursing Executive Committee and provide advocacy before UVAHS Administration when appropriate. Cabinet members also recognize the achievements of nurses and the PNSO as a whole.

Principles

The Nursing Cabinet is comprised of registered nurses from diverse practice areas with varied years of nursing experience, who possess the skills to address the challenges of the year to come. The Cabinet is representative of the professional nursing staff at large, with members from critical care, acute care and the outpatient arena. Cabinet members must be flexible, responsive, reliable and interested in the work of the PNSO.

Process

- Cabinet members are appointed by the Executive Committee in accordance with the Bylaws of the PNSO. A minimum of five members are selected to serve with the members of the Executive Committee. No maximum number of members is established; however, the group must be small enough to facilitate discussion and accomplish the work of the Cabinet.
- The Nominating Committee solicits PNSO members interested in serving on the nursing Cabinet. The committee begins the process of seeking potential candidates for President-Elect, Nominating Committee and Cabinet membership by the first week in July.
- Congress delegates are encouraged to nominate individuals for consideration for the next year's Cabinet. These suggestions are submitted in writing to the President-elect.
- The President-elect will approach all current Cabinet members to determine interest in continued membership on the Cabinet.
- A list of prospective Cabinet members is compiled from the current members and the solicited or nominated members of the PNSO. The President-elect, in collaboration with other members of the Executive Committee, determines the desired membership. These individuals are then approached by the President-elect and invited to participate.
- Each Cabinet member and his/her manager must sign an agreement letter stating both are supportive of the time required to fully participate as a Cabinet member. This letter of agreement is signed prior to the formal appointment.
- Appointment to the Cabinet will commit each member to a one calendar year term that begins January 1.