



Physician Assistant History Society
Honoring our History; Ensuring our Future

Information for Prospective Student Trustee Candidates

The PA History Society is accepting applications for the position of **PA Student Trustee** to serve on the Society's Board. The PAHx seeks to include a student PA for a one-year term from January 1, 2027 – December 31, 2027.

Interested Student PAs should email a Letter of Interest, a CV or resume, and a completed Program Director Acknowledgement Form to:

PAHx Nominating Committee, c/o Lori Konopka-Sauer at LoriK@nccpa.net

Applications will be accepted through August 15, 2026.

The Student Trustee will serve as a full voting member of the board. The Student Trustee will be expected to actively participate in the bi-annual meetings, summer conference call, and on one committee. The Society will cover the hotel, flight, and meal expenses for the Student Trustee to attend the bi-annual board meetings.

The PAHx Nominating Committee will review all applications and conduct interviews with the finalists by early October. The Nominating Committee's recommendations will need acceptance by the PAHx Board of Trustees. Per the PAHx Bylaws, the NCCPA Board of Directors must vote to approve the PAHx Board of Trustees' recommendations during their annual board meeting in November and candidates will be notified of the results by December.

PAHx Trustees are expected to provide direction and vision for the organization and have fiduciary responsibility to the organization. The Student PA should have a genuine interest in the history of the PA profession and the mission of the organization. The Society's Board is considered a 'working board'. As such, the Student Trustee will be asked to contribute content to the PAHx website; write a short article for one of the quarterly newsletters; participate on 1 board committee; participate on a New Board Member Conference Call; and actively participate during the Society's Board Meetings.

The **2027 meetings include:** Fri. April 16 – Sun. April 18 at the PAHx office located in Johns Creek, GA, and Sat. Nov. 6 – Mon. Nov. 8 at a hotel located at Atlanta, GA, hotel. There will also be a 2-hour board video conference call scheduled for mid-August. The Society covers the hotel and travel expenses for Student Trustees to attend the bi-annual board meetings.

For additional information, please email LoriK@nccpa.net. Your questions and/or applications will be forwarded to the PAHx Nominating Committee.



STUDENT BOARD MEMBER JOB DESCRIPTION

All PAHx Trustees are expected to provide leadership and vision for the organization and have a fiduciary responsibility to the PA History Society (PAHx). Student Trustees are expected to meet high standards of personal conduct and commit the time necessary to be effective. Bylaws, policies, and procedures must be honored. The Board President is the official spokesperson for the organization. The Trustees speak as a unified voice when communicating publicly as it relates to PAHx Society matters. The Trustees meet in-person bi-annually and virtually throughout the year to make decisions of the Society.

Together with other members of the PAHx Board, the Student Trustee will:

1. ***Assist in reviewing, updating, and advancing the PAHx's mission and strategic plan and in ensuring effective organizational planning.*** As stewards of the organization, Board members will actively participate in the strategic planning process by articulating a vision for the organization and evaluating progress toward meeting strategic goals and objectives.
2. ***Participate on a working board.*** The Society Board is considered a 'working board.' As such, the Student Trustee will be expected to complete a variety of tasks, which include, but are not limited to, the following:
 - Contribute content to the PAHx website (such as biographies, oral histories, etc.)
 - Write at least one article for *Historical Happenings*, the PAHx's quarterly newsletter
 - Participating in one PAHx Board Committee
 - Attend the bi-annual April and November board meetings and the virtual August conference call
3. ***Manage resources effectively.*** For the organization to remain accountable to its stakeholders and to safeguard its tax-exempt status, Board members must assist in developing the annual budget and ensure that proper financial controls are in place.
4. ***Assess performance.*** All Board members will participate in assessing the Board's performance by evaluating its overall performance in fulfilling its responsibilities and achievements and reaching consensus on which areas need improvement.

SPECIFIC RESPONSIBILITIES OF A BOARD MEMBER/STUDENT TRUSTEE:

- Understand and support the organization's mission by actively promoting the Society's resources.
- Comply with the PAHx Bylaws, policies, and procedures.
- Keep up to date on issues affecting, or potentially affecting, the organization.
- Be prepared for Board Meetings and participate effectively by voicing opinions.
- Attend the entire length of each Board Meeting.
- Complete New Board Member Orientation.
- Support Board actions publicly even if personal reservations about decisions exist.
- Avoid or disclose conflicts of interest.
- Keep confidential matters confidential until approved for disclosure.
- Respect the staff's rights and need to prioritize and at times to redirect requests from Trustees for information or service.



Physician Assistant History Society

Mission: To share the history of the development of the PA profession and illustrate how PAs continue to make a difference in our society.

Vision: The PA History Society brings PA history to life by inspiring the next generation of PAs, patients, and policymakers.

Values:

1. **Recognition and understanding:** PAHx promotes recognition and understanding of the physician assistant/physician associate profession by documenting the efforts of those who have contributed and those currently contributing to its development, evolution, and promotion.
2. **Dedication:** PAHx is dedicated to faithfully and comprehensively assembling the collective history of the profession.
3. **Credibility:** PAHx is recognized by PAs and the healthcare community as the primary repository of the history of the PA profession.
4. **Engagement:** PAHx strives to engage and involve the public, PAs, and PA programs to participate in the collection, preservation and sharing of PA history.



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Program Director Acknowledgement

I, _____ of _____
(Program Director's Name) (PA Program Name)

verify that _____ is a student in good standing at my PA program
(Student Candidate's Name)

and I am aware that this student is applying to serve on the PA History Society Board of Trustees for a one-year position from January 1, 2027 – December 31, 2027, while they are a student.

I am aware of the required time commitment, including travel and attendance at board meetings, and give my permission for the above-named student to take on this responsibility.

I will notify the PA History Society if the student's status at the program changes.

Signature: _____

Date: _____

Note: This form must be submitted with the student's CV or resume and Letter of Interest to be considered for service on the PA History Society Board of Trustees.

Please direct any questions to Managing Director Lori Konopka-Sauer at LoriK@nccpa.net