



MEMBER, BOARD OF DIRECTORS POSITION SPECIFICATIONS

The Montana Public Health Institute (MTPHI) is one of 40 institutes nationwide that work to improve public health in the United States. MTPHI supports state, local and tribal public health agencies, healthcare and behavioral health system partners, statewide health organizations and community-based organizations to deliver effective public health programs and services.

MTPHI was incorporated as a Montana non-profit in April 2020. The decision to create the Montana Public Health Institute was informed by a feasibility study and design process that identified opportunities to improve the public health system, as well as services not currently provided by other organizations in Montana that could be provided by an institute. Based on extensive research and analysis, the study concluded that a public health institute could fill a critical need in building partnerships to address health-related needs in Montana and strengthen Montana's largely rural public health system. You can read the full report, here: ["Creating a Vision for a Healthier Montana: Strengthening the Montana Public Health System"](#).

MTPHI's current work seeks to strengthen Montana's public health system in a number of ways:

- Through close relationships and sustained collaboration with local health departments throughout Montana and state partners, MTPHI seeks to support and empower frontline public health professionals by providing consultation, resources, and direct services in public health communications, program administration, and strategic planning;
- MTPHI is working to support non-partisan and scientifically sound public health policy and program analysis, particularly in areas that address emerging or long-standing public health needs in Montana, such as behavioral health and changes to public health authority;
- MTPHI's staff works to support frontline public health departments through convening, mentorship, and creation of communities of practice to support professionals during the COVID19 pandemic in ways that seek to retain current public health staffing and attract new talent to the field.

RESPONSIBILITIES

MTPHI is currently seeking Montanans interested in joining the volunteer Board of Directors. Being a part of the Institute's Board is an opportunity to assist in setting the agenda and priorities for the organization, while assisting in high-level strategic leadership. The position includes a fiduciary responsibility for MTPHI's ongoing financial sustainability and success.



Board Directors are needed to bring enthusiasm and open-mindedness to our shared work in building this young organization in a way that honors our mission to optimize the health and quality of life of Montanans by strengthening the public health system through collaboration, leadership, and the advancement of health equity. Directors help set the strategic priorities of the organization and serve as advisors to staff working to design and implement work and programs that improve health equity and quality of life for all Montanans. Regular and consistent communication with other Directors and staff is vital.

It is also essential that Board Directors represent MTPHI, work within the emerging mission, vision and values, and adhere to the MTPHI's norms of board behavior:

- Don't make assumptions, instead seek to understand by asking questions.
- Strive for consensus but allow for disagreement.
- Check personal agendas and biases at the door.
- Avoid conversations outside the board room that lead to triangulation or violate board norms or trust among the board.
- Speak with one voice once a board decision is made.
- Honor staff versus board roles.

TIME COMMITMENT

Serving on the Board requires a significant time commitment, including attending six Board meetings per year, two of which are day-long, in-person meetings. It is expected that a typical member will devote approximately five to 15 hours a month to Board-related activities including scheduled meetings, material review, education/learning activities, and ad hoc committees.

QUALIFICATIONS, EXPERIENCE, & PERSONAL CHARACTERISTICS

It is the intention of the organization to identify a cohort of candidates who reside in Montana, and it is a goal that the Board represents the gender, racial, cultural, geographic, and ethnic diversity of the state we serve. Board candidates must possess:

- A strong commitment to MTPHI's vision and mission;
- Distinctive perspectives, backgrounds, skills, and capacities needed to establish the policies that guide programs and operations;
- The time and energy required to meet the responsibilities of an MTPHI Board Director, including attendance at meetings of the full Board and of committees on which they serve;
- The willingness and ability to attend meetings around Montana;
- The ability to act first and foremost as sound stewards of MTPHI and its resources, eschewing special interests and accepting and abiding by the principles, policies, and practices spelled out in the Board of Director's Operating Policies;



- The highest standards of personal and professional integrity, objectivity, maturity, and judgment;
- The capacity to interact and work with their fellow Directors, senior management, and other staff in a manner that is collegial, respectful, and constructive; and
- A commitment to communicating with fellow Directors, senior management, and other staff in a way that assures the timely and efficient operation of the Board, consideration of issues, decision making, and action.

2022 Board recruitment priorities

The MTPHI Board is seeking applicants interested in joining the Board to fill one or two open Board seats in 2022, or to fill other potential openings in the future. With few exceptions, Board Directors must reside in Montana and have skills and experience that complement those already present on the Board. Although the Institute does not expect any Director to meet all of the criteria below, the Board is seeking applicants with experience and expertise in the following areas:

- Public health system vision and expertise – MTPHI’s work to build a cohesive, responsive, and informed public health system depends on visionary and imaginative leaders who understand the current system and bring innovative, open-minded ideas for making the system better. Currently, we are seeking leaders who can help us create, connect, and complement work in the following areas:
 - Social determinants of health. MTPHI recognizes that being “healthy” means more than absence of physical disease, and is impacted by factors such as affordable housing, food security, quality childcare, and education;
 - Behavioral health. MTPHI seeks individuals who can help with mental health wellness programming design and delivery, with particular focus on delivery of population-focused initiatives that promote mental wellness and resilience;
 - Underserved populations. MTPHI seeks leaders with direct experience working in tribal/urban Indian health, serving Montana’s growing Latinx population, and serving others who experience health disparities due to where they live or who they are.
- Financial health and sustainability – As a relatively young organization, MTPHI will benefit from Board Directors who bring expertise and ability to assist in growing the organization’s impact through smart stewardship of financial resources and growing impact through new partnerships and supporters;



- Geographic diversity – MTPHI is foundationally committed to serving all of Montana and seeks leadership that represents diverse sections of the state. In that spirit, MTPHI will strongly consider applicants from tribal communities, rural and frontier counties, and communities in eastern Montana.

COMPENSATION & TERMS

Directors are selected for an initial three-year term and are eligible to be elected for up to two additional consecutive terms (nine years maximum).

Although Directors serve without pay, they will be reimbursed for reasonable travel expenses associated with attendance at MTPHI meetings and events.

APPLICATION PROCESS

Individuals interested in serving on the Board should submit a copy of their resume/CV and brief letter of interest to MTPHI CEO Matt Kelley via email (Matt.Kelley@mtphi.org) with a subject line “Board Member Application”.

NON-DISCRIMINATION

MTPHI seeks to serve all Montanans and values leadership that reflects the broad spectrum of people who live here. In that spirit, MTPHI seeks leaders who can help us build an organization and services that are inclusive to many aspects of diversity, including race, ethnicity, national origin, gender, gender identity, sexual orientation, age, disability, religion, veteran status, and socio-economic status.