**Getting Involved: Seeking VSPAN Board Members**

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We encourage you to find out about us and become active in your organization. We are always looking for new members for our board. We are happy to answer any questions you may have. Please contact us on our website www.Virginiaspan.org. To help you understand the organization, an overview of VSPAN is below.

The Virginia Society of Perianesthesia Nurses is a volunteer organization that was founded in 1983. Bylaws were written with basic policies and procedures and were revised in 1992. The Policies and Procedures were separated out of the Bylaws in 2016 in accordance with ASPAN recommendations. Bylaws, Policies and Procedures are addressed at meetings and updated a minimum of every three years.

The general membership of VSPAN is the voting body of the society. Officers, which include; President, Vice President/President Elect, Secretary and Treasurer are elected by the Board of Directors. In September, three positions will be opening for the board to fill. Vice President/President Elect, Treasurer, and Secretary. The chairs of the other board positions are filled with volunteers. There are several positions on the Board. All positions require at least part time active clinical practice in Perianesthesia nursing, active membership in good standing with ASPAN/VSPAN, and active participation in Board of Directors meetings. CPAN or CAPA certification is encouraged.

The President is the principle officer of VSPAN who administers the affairs of VSPAN per the policies and procedures and is subject to the control of the Board of Directors. The commitment is four years: first year as Vice President/President Elect, second and third year as President, and fourth year as Past President.

The Vice President/President Elect witnesses the administration of the affairs of the Society in anticipation of the term of President, actively assisting the President. The commitment is four years: first year as Vice President/President elect, second and third year as President, and fourth year as Past President.

The Immediate Past President is available for consultation to the President and assists other officers as requested. The commitment is one year.

The Secretary maintains the non-financial corporate books and records of the Society. The commitment is two years.

The Treasurer receives, disburses, manages, and accounts for the funds, assets and securities of the Society as directed by the Board of Directors. The commitment is two years, plus working with the on- coming Treasurer through the end of the fiscal year.

There are several Committee Chairs who carry out the work of VSPAN and are directed by the Board of Directors. They are listed below.

The District Educational Chairperson/s is responsible for coordinating all district educational activities and the annual state conference. The counties and independent cities are divided into five districts in the state with chair/co-chairs in each district.

The Governmental Affairs Chairperson coordinates all legislative activities of the Society in accordance with the Bylaws.

The Membership Chairperson coordinates activities for the primary purpose of retention of current and recruitment of new members.

The Conference Chairperson/s coordinate the annual VSPAN state conference.

The Nominating Committee, under the direction of the Board, develops the slate of candidates for office. This is held by the Past President.

The By-Laws Chairperson monitors all organizational activities for compliance.

The Publications Chairperson coordinates the written communication for the organization which includes the Vital Times newsletter.

The Ways and Means Chairperson promotes fiscal growth of the organization.

The Public Relations/Marketing Chairperson coordinates activities to enhance the image of Perianesthesia nursing and expand awareness of VSPAN.

The Historical Chairperson summarizes the annual events of VSPAN.