

# Leadership Evaluation Criteria

## Alliance of Hazardous Materials Professionals (AHMP)

Candidates for leadership positions at AHMP must be prepared to become active participating members of the BoD by their first BoD meeting in January. Persons nominated for a leadership elective position must meet the minimum requirements set by the AHMP Bylaws and the BoD (Section A.). Information to verify conformance to these requirements must be submitted with the nomination form.

When nominating a member for an elective leadership position the nominator should also consider the conformance of nominees to the characteristics and skills laid out in Sections B, C, and D below. This way we can ensure that leaders of the organization will hit the ground running and be successful in contributing to the growth and success of AHMP.

### A. Minimum Requirements

1. AHMP Certified member in good standing (AHMP Bylaws Section 2.02.01)
2. Certified Member, but members of the Executive Committee (Officers) must be CHMMs (AHMP Bylaws Section 2.02.01)
3. Requirements of job position descriptions (AHMP Bylaws, Section 4.02)
  - a. A qualified candidate for the position of **Director** shall have served as a member of another Board of Directors (BoD) for at least one year, has a skill set deemed essential to the Board of Directors or has experience with other leadership positions, such as an AHMP Committee Chairperson or officer of an AHMP Chapter.
  - b. A qualified candidate for the position of **Treasurer** shall
    - i. meet the requirements for a Director or have served as a member of the Finance Committee for at least one year.
    - ii. possess a four-year degree in the field of business management, or have equivalent, (as defined in the AHMP By-laws) financial management or business management experience.
  - c. A qualified candidate for the position of **Vice-President** shall meet the requirements for a Director.
  - d. A qualified candidate for the position of **Secretary** shall meet the requirements for a Director.

### B. Characteristics of an AHMP Leader

1. Critical thinker with the willingness to ask the difficult/controversial questions
2. Self motivated
3. Objective oriented
4. Future focused

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5. Follow through on commitments made, and have the integrity to communicate to the President when commitments cannot be fulfilled
6. Open and honest communicator; good communication skills
7. Entrepreneurial
8. Ethical and committed to serving AHMP; not self serving (personal agendas)
9. Desire to learn as well as direct
10. Arrive prepared for meeting commitments
11. Shows an Interest in advancing the profession
12. Works effectively as a team player
13. Creative thinker who is open minded and results oriented
14. Recognizes their fiduciary responsibility to AHMP as a member of the BoD

#### C. Skill Set of an AHMP Leader

1. The experience with policy development that will allow them to see the big picture
2. Ability to analyze an issue and make a decision
3. Good time/project/task management skills
4. Interpersonal skills to deal with difficult people
5. Ability to think strategically
6. Ability to work for consensus on sensitive matters
7. Strong problem solving skills
8. Ability to communicate effectively both orally and in writing

#### D. Capabilities of an AHMP Leader

1. Possesses an understanding of the AHMP organization, Vision-Mission-Strategy, and is able to contribute to strategic discussions
2. Able to see the big picture of the organization
3. Be prepared to discuss the business of the organization at all meetings
4. Ability to wear a national hat even with a local focus
5. Personally invested in the well-being of the organization
6. Join the BoD with something to offer AHMP
7. Be actively involved to improve the organization and its service to members
8. Can identify and articulate opportunity
9. Foster corporate membership and/or partnerships; skills and connections to be successful (RESOURCES)