

## **SEMPA LEADERSHIP AGREEMENT**

I, \_\_\_\_\_ understand that as representative of the Society of Emergency Medicine Physician Assistants have a legal and moral responsibility to ensure that the organization does the best work possible in pursuit of its goals. I believe in the purpose and the mission of the organization, and I will act responsibly, prudently, and timely as its steward. By signing the form below, I understand that if I do not comply with this agreement, the SEMPA Bylaws, the SEMPA Board Policy Compendium or any other policy adopted and published by SEMPA, I may be removed from my position as outlined in the SEMPA Board Policy Compendium, and my removal will not be subject to appeal.

As a SEMPA Board of Directors member or other designated representative of SEMPA, I will:

- ◆ Perform my duties so as to honor the trust of the membership that I represent.
- ◆ Comply with all applicable statutes and regulations applying to non-profit organizations and the terms of the Articles of Incorporation, the Bylaws, and the policies adopted by the Board.
- ◆ Protect the interests of SEMPA as determined by its Board, its mission, and prudent business practice.
- ◆ Refrain from using my position on the Board or committee for my own personal or professional advantage or the advantage of any special interests inside or outside of the Society.
- ◆ Preserve the confidentiality of any private membership or corporate information to which I become a party as a member of the Board or committee.
- ◆ Refrain from asserting authority as a Board member except when participating in a meeting of the Board or as I am delegated to do so.
- ◆ Refrain from contacting outside entities on behalf of my committee or work related to the committee without the express consent of the SEMPA Board of Directors.
- ◆ Disclose all potential conflicts of interest on the Leadership Conflict of Interest Policy and Disclosure Form as well as any new conflicts that may arise during my time on the Board.

**Accept my personal responsibility to:**

- ◆ Participate in all of the meetings of the committee to which I have been appointed.
- ◆ Review all information and materials sent to me by e-mail or other means in connection with SEMPA business and provide my best attention and judgment to related matters.
- ◆ Conduct myself so as to reflect credit on SEMPA.
- ◆ Realize that every communication or contact that I make during committee or Board business is done so on behalf of the committee or Board and therefore SEMPA as well.
- ◆ Complete tasks assigned by the committee chair or vice chair or their designees in a timely fashion and within the time allotted.
- ◆ Discuss new project ideas with the appropriate level of leadership for my position on the committee or Board, prior to any action taken on behalf of the SEMPA.
- ◆ Respect the integrity and abilities of my fellow Board or committee members and strive to advance the unity and harmony of the group.
- ◆ Tender my resignation from membership on the Board or committee if I am, or become, unable to serve in accordance with the provisions of this agreement.

\_\_\_\_\_  
Date

\_\_\_\_\_  
SEMPA Representative

Return completed form to:  
4224 West State St.  
Trenton, NJ 08608  
Phone: 877.297.7594 Email: [sempa@sempa.org](mailto:sempa@sempa.org)

Adopted 10/26/2014  
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