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| \\c1-v-file.ch.rmc\users\e13091\Desktop\WAMSS JD\logo@2x.png  *WASHINGTON ASSOCIATION MEDICAL STAFF SERVICES* |

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| POSITION |
| **Scholarship Committee Chair**  **SUMMARY**  The Scholarship Committee is committed to a learning environment that is conducive to offering continued educational opportunities for all of its membership.  **DUTIES (INCLUDE, BUT ARE NOT LIMITED TO)**   * Distributes applications to committee members for review. Committee Member duties include: * Collaborate in reviewing the policies and procedures every three (3) years to ensure we are meeting current practice standards. * Review complete applications for scholarship requests. * Determine the criteria for recipient selection per award and/or the scholarship category * Help to recruit members to this committee to provide mentoring opportunities, career growth and leadership/skill enhancements. * Compile and tally scores per applicant (as applicable). * Report recipient names to WAMSS Treasurer for appropriate reimbursement per the scholarship that is provided. * Provide a report to the WAMSS Board meeting as applicable. * Provide leadership support to its members and represent the committee during WAMSS board meetings.   **CALENDAR OF EVENTS**  1st Quarter (January, February & March)   * Board Meeting * Margaret Geering Applications Due by March 15th   2nd Quarter (April, May & June)   * Plaque for Margaret Geering Award Ordered by April 1st * Board Meeting * Annual Business Meeting   3rd Quarter (July, August & September)   * Board Leadership Retreat * Board Meeting   4th Quarter (October, November & December)   * Board Meeting |
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