******

***Administrators of Healthcare Volunteers (AHV) Liaison Position Description***

***Minnesota Association of Healthcare Volunteer’s mission is to provide members with opportunities to share ideas, develop leadership skills, and promote volunteer services that support Minnesota’s health care facilities.***

***Minnesota Association of Healthcare Volunteers vision is to be the premier leader, partner, and resource for healthcare volunteers and auxilians.***

**The AHV Liaison serves as a link between members of AHV and the Minnesota Association of Healthcare Volunteers (MAHV).**

**Term**

The AHV Liaison position is appointed by the President. Term of office begins at the November Board Meeting.

**Responsibilities**

* Reports to the MAHV Leadership Board on AHV activities that align with MAHV’s mission and serves its members
* Reports to AHV Leadership Committee about MAHV activities that align with AHV’s purpose and serves its members
* Seeks out opportunities for collaboration including cross-promoting education, resources and membership.
* Actively promotes MAHV membership to AHV members.
* Serves on Conference and Annual Meeting program committee to implement Volunteer Administrator educational programs specific to their needs.

**Expenses**

Expenses will be reimbursed consistent with the current Standing Rules.

**Qualifications**

* Knowledge of and commitment to the mission and vision of the Minnesota Association of Healthcare Volunteers
* Active member of both organizations.
* Willing to commit time and travel
* Written and oral communication skill
* Technology expertise

**Benefits**

Satisfaction that comes with service

Opportunities for personal growth and development

**10/2018**