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| **MPO/MNPQC Background:** Minnesota Perinatal Organization (MPO) was founded in 1974 as a multidisciplinary association of individuals and organizations dedicated to improving perinatal health. MPO provides up-to-date information on perinatal care practices, services and technical advancements and an opportunity to network with professionals from the region. The Minnesota Perinatal Quality Collaborative (MNPQC) was developed in 2018 and is facilitated by the Minnesota Perinatal Organization (MPO) along with support from the Minnesota Department of Health (MDH). **MPO/MNPQC Mission:** The MNPQC is a network of organizations, medical providers, content experts, and community voices led by Minnesota Perinatal Organization (MPO) in partnership with the Minnesota Department of Health (MDH). We seek to improve perinatal and infant health outcomes with an emphasis on improving health equity for all birthing people.**Description:**  The Committee Chair will work with members to achieve the goals of the committee. This person will work with initiative committees to provide guidance/support to the related goals of these initiatives. The Committee Chair with work with the MNPQC Executive Committee to align the goals with the overall mission and vision of MPO/MNPQC. This position requires a 2-year commitment.**For more information, visit:**minnesotaperinatal.org or contact susan.boehm@minnesotaperinatal.org |

**MNPQC Committee Chair Responsibilities:**

* Lead the committee in development of strategic planning for the committee
* Lead Committee meetings (monthly, every other month, quarterly as needed)
* Lead the preparation of the meeting agenda and relevant documents, making them available to committee members in advance of meetings
* Provide updates at the quarterly steering committee meetings
* Participate in quarterly MNPQC leadership committee meetings
* Provide leadership & ensure committee members are aware of their obligations and that the committee complies with its responsibilities
* Ensure that discussion on agenda items is on topic, productive and professional
* Officiate and conduct meetings
* Designation/need of Vice Chair will be determined by Chair/faculty including role/responsibility
* Participate in statewide initiative webinars and initiative meetings as needed
* Help in the recruitment of new leadership
* Serve as a mentor (as needed) for the new chair during the following 3 months

**Skills Required:**

* Excellent facilitation skills
* Clear voice, presentation skills and eye contact
* Effective planning and organizational skills
* Decisive decision-making skills
* Analytical skills

**Time Commitment:**

* Term is expected 2 years, with options to reapply
* As described in responsibilities, participation of role expected at:
	+ Work group meetings (monthly as needed)
	+ Faculty team meetings (monthly as needed)
	+ Steering Committee meetings (quarterly updates)
	+ MNPQC Leadership meetings (quarterly)
	+ Statewide initiative webinars and initiative meetings (as needed)