



TDSC Board of Directors Job Description

Mission Statement/Purpose

The Dentists Supply Company (TDSC) is a subsidiary company of the California Dental Association (CDA) that leverages collective purchasing power to attain better supply pricing for practices of every size.

The TDSC Boards of Directors oversees the business of TDSC and ensures alignment with CDA, the parent company. The board adopts policies for the operations and finances of TDSC.

Duties of the Board of Directors

1. To employ a chief executive officer and fix his/her compensation
2. To conduct an annual review of the chief executive officer
3. To approve an annual budget, and monitor and set policy relative to finances
4. To adopt policies for the operations of TDSC and oversee the business of the organization
5. Creates and adopts the strategic plan, and provides strategic insight on objectives and programs

Time Requirements

Participation in the following meetings is expected:

- 4-8 in-person board meetings per year
- Occasional conference calls or WebEx meetings required to conduct business in a timely manner in between board meetings
- At-Large and Trustee Member Qualifications
- Prior leadership experience in organized dentistry; or relevant content expertise that supports the TDSC business needs
- Experience with various dental practice environments helpful
- Business development experience helpful

Outside Director Qualifications

- Business experience helpful
- Corporate leadership experience
- Knowledge of the healthcare and/or dental profession
- Knowledge of corporate financial principles preferred

Skill Sets Needed

All members:

- Familiarity and comfort conducting business virtually, and using personal computers or tablets
- Analytical and strategic thinking skills
- Ability to work in groups and collaborate
- Innovative thinking
- Ability to monitor, guide and evaluate the direction set by staff while balancing the needs and requirements of various stakeholders

Some members:

- Prior service on a board of directors

Composition

There are 10-18 directors on the TDSC board:

- 3-6 at-large
- 3-6 outside directors (non-CDA member/non-employee)
- 1 CDA trustee
- 2 CDA officers (the CDA treasurer and the CDA secretary)
- The CDA executive director
- TDSC president/CEO, non-voting
- Immediate past chair, non-voting

Term/Tenure: The term is one year. At-large and non-CDA member/non-employee directors are eligible for a maximum consecutive tenure of nine terms. The immediate past chair may serve a maximum of one year as a non-voting director. Terms served in a trustee, CDA officer, immediate past chair, CDA executive director, or president position are not counted towards tenure limits.