

ACE Nashville Leadership Team Rules of Engagement

Vision, Mission and Core Values

ACE Nashville operates out of a core set of mission-driven values and attributes with an intention of catalyzing and modeling practice, program, policy, and philosophy shifts based on brain science and Adverse Childhood Experience research.

Our vision is for Nashville to be a safe, stable, and nurturing community for all.

The mission of ACE Nashville is to prevent and mitigate the lifelong impact of childhood adversity to improve the safety, health and prosperity of our community.

Core Values:

- *Commitment to trauma-informed practices*
- *Goal of improving population health*
- *Higher regard for mission than self-promotion*
- *Reputation for honesty and transparency*
- *Social influence with a wide, diverse reach & scope*
- *Flexibility and courageous commitment to innovation*
- *Capacity for wholehearted and creative collaboration*

Leadership Team Membership

The Leadership Team consists of the following members:

- Stakeholders representing key organizations, coalitions, and/or communities
- Workgroup Co-Chairs

All New Members are voted in by majority vote of existing Leadership Team members. Preference is given to individuals from organizations who have demonstrated commitment to ACE Nashville through active participation in the quarterly learning collaborative meetings and/or at least one of the four workgroups.

The Leadership Team will strive to maintain a diverse multi-sector membership with a minimum of 15 members and a maximum of 25, with an emphasis on strategically filling gaps regarding sector and demographic representation, especially as numbers increase.

The following guidance is offered with respect to team membership demographics, sectors and skillsets:

Demographics

- 35-40% communities of color (African American, Hispanic/Latino, Asian American, Native American)
- Equitable sex/gender representation (male, female, LGBTQ)
- A broad age representation

Sectors:

- Social Services/Nonprofits
- Medical/Healthcare/Pediatrics
- Education
- Government
- Business
- Advocacy
- Faith-Based
- Neighborhoods
- Vulnerable Populations

Skillsets:

- Experience with systems trauma*
- Advocacy
- Communications
- Event Planning
- Policy or Law
- Health/Mental Health Planning
- Strategic Planning

*Systems trauma refers to the experience of those who have been involved with systems that serve individuals and families impacted by toxic stress. Recognizing that many ACE Nashville participants have personal experiences with trauma, inclusion of this skillset ensures consumer insight into systems that may implicitly or explicitly play a role in re-traumatizing those they are meant to serve (ex: law enforcement, foster care, etc).

New Member Interviews:

To be considered, nominated candidates must submit a letter of interest with bio and resume. Promising prospects will be interviewed by at least two current members of the Leadership Team. Interviews will include:

- welcome and introductions
- review of the ACE Nashville mission, infrastructure and strategic efforts
- review of Leadership Team Rules of Engagement
- Q & A (both of and by the candidate)
- commitment from the candidate to serve if selected

Interviewers will then present candidate information to be voted on by the Leadership Team.

Responsibilities of Leadership Team

All members will demonstrate a commitment to advancing the health and well-being of all Nashville residents in alignment with ACE Nashville's vision, mission and core values.

In addition to mission and value alignment, members are expected to attend monthly leadership team meetings, with a commitment to be present at no less than 75% of meetings annually.

Each Leadership Team Member voluntarily commits to the following responsibilities in their participation in ACE Nashville:

- Develop and shape the vision, mission, and strategic goals of ACE Nashville
- Attend and occasionally facilitate monthly meetings
- Coordinate quarterly meetings for general members
- Contribute and support upcoming projects, grants, and other commitments taken on by the Leadership Team
- Maintain active membership in at least one workgroup

- *Commitment to workgroups*: The impact of ACE Nashville relies heavily on its workgroups. The Leadership Team, which includes workgroup co-chairs, endorses workgroup collaborative autonomy by providing strategic guidance and responsive bi-directional communication in order to ensure successful progress towards the larger vision and objectives of ACE Nashville.
- If at any time a Leadership Team Member finds they can no longer fulfil their responsibilities, they will resign in writing

Decision Making

Decision making is by consensus of the Leadership Team. In situations where general consensus cannot be met by the end of a meeting, decisions will be made by a majority vote of those present at the meeting. Sub-committees may be given decision making authority for specific projects designated by the Leadership Team.

Meetings and Communication

The leadership team will meet monthly, on the 1st Tuesday of each month from 9am-11am (with some exceptions) and will adhere to the following expectations:

- Meetings will start and end on time
- Meetings will follow an agenda and minutes will be taken and distributed
- Members will volunteer to facilitate on a monthly rotation
- Members may ask for discussion items to be moved to a “parking lot” to be addressed at a later time
- When members think we are off-track, we will refer back to our agreed upon strategic goals and our shared purpose
- Communication between meetings may be necessary to move goals forward in a timely manner, to clarify or share information, or to follow up on meeting discussions

Project Implementation

Any and all commitments must be made voluntarily, must be documented as to the expected deliverable or outcome, and given an agreed to due date. Members will complete tasks they have committed to.

Celebrations

The group will strive to recognize and celebrate individual and team accomplishments; and at least quarterly identify in writing the progress that has been made toward achieving our goals.

This document may be revised by consensus of the Leadership Team.

Last edited 7.29.2019