

I. SUMMARY

The Urology Care Foundation is the world's leading nonprofit urological health foundation—and the official foundation of the American Urological Association. Since 1987, UCF has partnered with physicians, researchers, healthcare professionals, patients, caregivers, families and the public to support and improve the prevention, detection and treatment of urological diseases. The Foundation serves as a trusted leader in providing high-quality clinical and patient education, advancing scientific discovery, and supporting compassionate care efforts globally.

The President of the Urology Care Foundation leads the Board of Directors and plays a central role in advancing the Foundation's mission through strategic and philanthropic leadership. The President serves as a highly visible ambassador for the Foundation, acting as the voice for the UCF mission and work, inspiring philanthropic investment, cultivating donor relationships, and supporting UCF's global impact.

The President is a compensated, voting member of the UCF Board of Directors and its Executive Committee. The President serves a 3-year term, renewable once (total of 6 years). The position of President is highly visible and carries significant responsibility for the Foundation.

This position requires commitment to the Foundation's mission, exceptional leadership skills, strong fundraising experience, and the ability to motivate the Board, Committees, partners and supporters.

II. MAJOR RESPONSIBILITIES

A. Board Leadership

- Lead the Board of Directors and Executive Committee meetings. Establish agendas, maintain effective communication between meetings and ensure follow-through on Board actions.
- Guide the Board in fulfilling fiduciary, strategic, and fundraising responsibilities.
- Partner strategically with staff to execute the UCF objectives.
- Promote Board engagement, accountability, recruitment, diversity, and performance.
- Recommend Lay Members of the Board of Directors and give thoughtful and deliberate consideration to recruitment of new members with an assessment of the skills and experience needed to strengthen the board.

- Provide strategic leadership to UCF Council and Committees, ensuring alignment with overall UCF strategic priorities.
- The President reports to the AUA Education and Research, Inc. (AUAER) Board of Directors. As such, the President is responsible for regular reporting to the AUAER Board on UCF strategic goals.

B. Fundraising & Donor Engagement

- Serve as the key driver of UCF's fundraising strategy and philanthropic outreach.
- Partner with staff to identify prospective donors and support cultivation, solicitation, and stewardship plans.
- Participate in donor meetings, solicit contributions, and engage in stewardship activities that reflect deep appreciation to our donors and reinforce donor impact.
- Represent UCF at events, campaigns, and donor recognition activities that strengthen relationships and elevate philanthropic visibility.

C. Mission Support Across Research, Education & Humanitarian Programs

- Champion UCF's mission areas; research, clinical education, patient education, and humanitarian initiatives in fundraising and external conversations.
- Help align Board and Committee understanding of program priorities with philanthropic goals.

D. External Representation

- Serve as a mission-focused ambassador for the Foundation in philanthropic and community settings.
- Build relationships with volunteers, donors, partners, and other stakeholders to expand UCF's reach and influence.
- Maintain productive relationships with AUA leadership and provide periodic updates to the AUAER Board.

III. SPECIFICATIONS

A. Requirements & Qualifications

- Should be an Active Member of the AUA in good standing or a member of the broader urologic community with a demonstrated commitment to the advancement of the UCF Mission.
- Strong Board leadership and governance experience.
- Demonstrated experience in fundraising, donor relations, and philanthropic leadership.
- Knowledge of current trends and important developments in the field of urology.
- Ability to lead, engage and inspire a volunteer Board and Committees.
- Strong personal philanthropic network.

- Strong interpersonal and communication skills, including the ability to confidently represent the Foundation to the AUAER Board, Committees, donors, partners and other key stakeholders.
- Understand nonprofit operations and philanthropic environments.
- Able to balance career and other responsibilities with the demands of the President role as detailed within this job description.
- Accessibility and responsiveness to UCF and AUAER Board members, Committees, donors, staff and other key stakeholders
- Capacity to make an annual leadership gift supporting the Foundation to model philanthropic commitment.

IV. BEHAVIORAL TRAITS & SKILLS

A. Mission-Driven Leadership

- Understands the broader landscape of philanthropy and nonprofit trends.
- Demonstrates passion for UCF's mission and communicates it clearly to AUAER and UCF Board members, Committees, donors, partners, and the public.
- Prioritizes the Foundation's goals and supports strategies that strengthen impact and fundraising success.
- Demonstrates an understanding that all power of the Board is a joint and collective power that exists only when the board is acting together as one body.

B. Relationship Builder

- Cultivates strong, respectful relationships with staff.
- Builds rapport and trust with the AUAER and UCF Board of Directors, Committee members, donors, partners, and volunteers, recognizing their essential role in mission advancement.

C. Fundraising Orientation

- Shows comfort and confidence in fundraising, including direct solicitation.
- Inspires commitment to fundraising priorities and mission outcomes.
- Effectively communicates philanthropic needs and donor impact.

D. Trusted Partnership with Staff

- Engages at the strategic level and supports staff leadership in executing the Foundation's mission.
- Works collaboratively with staff, honoring their expertise and encouraging open, constructive dialogue.

E. Integrity & Professionalism

- Maintains confidentiality, exercises sound judgment, and models integrity in all interactions.
- Represents UCF with professionalism and sincerity.

V. KEY CONTACT

Questions regarding this role should be directed to:

Ray Wezik, VP and Deputy Executive Director

Email: rwezik@auanet.org

Phone: 410-689-3803

Applications for the position should be submitted to:

Nancy Waid, Committee & Society Affairs Manager

Email: nwaid@auanet.org

Phone: 410-689-3761

UCF PRESIDENT TIME COMMITMENT

A. Term

The President serves a 3-year term. Office is assumed January 1 of the corresponding year. The President position is renewable once. The President serves at the pleasure of the AUAER Board, subject to contract terms and conditions.

B. Schedule

The President must devote sufficient time to effectively execute the responsibilities of this position. The President is expected to fulfill commitments within agreed-upon deadlines including timely response to frequent communications from other Board members, Committee members, donors, and UCF Staff. An email reply is expected within 24-48 hours.

The time commitment varies over the course of the year and is estimated at an average of 5-10 hours a week. This includes, at a minimum, participation in four UCF Board meetings per year (two in person, two virtually); eight Executive Committee calls per year; weekly calls with staff and regular email, text, and phone interactions.

The President is also expected to attend in-person AUAER Board meetings (2 to 3 x per year) and Social Events held during Annual Meeting, including the UCF Benefit, UCF Research Honors Program, President's Reception, Awards Dinner and time at the UCF booth. UCF/AUA activities take precedence over invitations from other organizations. Applicants should review the following time commitments with their practice/institution/family prior to interviewing for the position.

C. Travel Calendar

The President travels approximately **15 days away (excluding weekends)**. A sample travel schedule is listed below. Specific travel is subject to change and will be provided during the orientation.

Sample Yearly Calendar:

January/February – Winter AUA Board meeting – 2 days to include the Board dinner and presentation before the board. Virtual attendance at this meeting is an option.

June – Industry Relations event at AUA HQ – 2 days alongside AUA Board members.

April/May – AUA Annual Meeting – 5 days to include the AUA Board meeting, the UCF Board meeting, the UCF Benefit and Awards Dinner held on the last day of Annual Meeting.

September/October – Fall AUA Board meeting - 2 days to include the Board dinner and presentation before the board.

December – UCF Board meeting – 2 days to include the Board dinner with UCF Board members.

As Needed – In-person strategy meeting with UCF Executive Staff at AUA HQ or high value donor event at a location to be determined – 2 days

UCF PRESIDENT COMPLIANCE

The President must maintain and promote high ethical standards including good-faith board decision making and avoiding actual or perceived conflicts with other activities, interests, and/or organizations with which they may be involved. This includes:

1. Compliance with applicable federal and state non-profit board laws/regulations
2. Compliance with UCF's Bylaws, policies and Code of Ethics
3. Maintaining confidentiality of private information of the organization, staff, clients, and other board members.
4. Agreeing to uphold UCF/AUA's tradition and strict policy of maintaining a professional and respectful environment outlined in [AUA's Civility Policy](#).

A. Permitted Activities

The following activities are permitted provided they are appropriately disclosed and reviewed:

1. Investments in publicly traded pharmaceutical or device manufacturer stocks
2. Institutional based or multi center pharmaceutical or device sponsored research
3. Private ownership as an individual or part of a group in ancillary services
4. Concurrent service as an officer or board member of an AUA Section, Subspecialty Society or Affiliated society (provided the Board has not deemed the relationship to be a substantial conflict to the AUA and the member has sufficient time to effectively serve on both boards).
5. Visiting professorship and Scientific meeting invitations as an expert in the field (not representing the AUA)
6. Service as a reviewer for AUA Publications.

B. Restricted Activities

The following activities are restricted:

Participation on Councils, Committees, and Editorial Boards

The UCF Board supports and advances the organization's mission through its Councils and Committees, which provide input and recommendations related to UCF programs and priorities. To minimize potential conflicts of interest, individuals elected to the UCF Board must conclude any service on UCF Councils or Committees prior to the start of their Board term.

Before assuming the role of President, the UCF President must resign from any chair or editorial leadership positions held within AUA, AUAER, or UCF. On a case-by-case basis, the President may be permitted to complete an existing term as a member of an AUA or AUAER Council, Committee, or Editorial Board; however, renewal for an additional term is not permitted while serving as UCF President.

In limited circumstances, the UCF President may also be permitted to continue service on a Clinical Practice Guideline Panel, provided the panel's work is expected to conclude within one year.

The UCF President is expected to serve the full term of appointment and may not step-down mid-term in order to pursue election or appointment to other positions on the AUA Board of Directors.

Awards and Grants

To reduce the potential for perceived conflicts of interest, the UCF President is not eligible for AUA or UCF awards or research grants during their term on the UCF Board of Directors. Eligibility for awards and grants is restored upon completion of the President's term.