
JOB TASK ANALYSIS VOLUNTEER APPLICATION

The Wound, Ostomy, and Continence Nursing Certification Board is looking for Subject Matter Experts (SMEs) to complete a WOC Job Task Analysis (JTA). SMEs with diverse perspectives on the WOC practice and role are needed and include: early career, supervisor/manager, very experienced, trainers, academicians, etc. Your role will be to assist with defining and describing WOC job domains, tasks, skills, and knowledge areas.

The purpose of the Job Task Analysis is to identify the responsibilities of the Wound, Ostomy, and Continence (WOC) certification in order to maintain a content valid certification examination that is representative of the WOC. Typically, Job Task Analyses are conducted every five years.

ELIGIBILITY REQUIREMENTS:

- Hold a current credential by the WOCNCB
- Be a Subject Matter Expert (SME) – hold basic knowledge and documented WOC experience
- Possess skills and attributes required for working with others face-to-face and remotely
- Proficient in email and online communications

The WOCNCB adheres to a strict Conflict of Interest Policy. Conflicts include:

- Participating in development or implementation of any certification review materials or course sessions
- Acting as a faculty member or adjunct involved in curriculum development or implementation of a WOCN Society accredited education program
- Serving concurrently as voting member of the WOCN Society Regional or National Boards or any other national organization or certifying body that may influence decisions

As a SME you will be asked to participate in a 3 day in-person meeting, planned for mid-March.

Name: _____ Credentials: _____

Preferred Mailing Address: _____

Preferred Phone: _____ Preferred E-Mail Address: _____

Employer: _____ Current Position: _____

Preference for in person meeting: Weekdays Weekend

I can meet the following expectations:

1. WOCNCB certification in good standing
2. Submit resume/CV with this application
3. Computer access with the ability to receive e-mail and download files
4. Ability to participate in conference calls and in person March meeting
5. Complete assignments in a timely manner prior to conference calls or meetings
6. Agree to disclose information about my relationship with the industry to determine any actual or potential conflict of interest for this committee or other service appointment. *(For disclosure purposes only.)*

I acknowledge that I have met all the expectations listed above.

Signature: _____

Please submit completed application, no later than February 12, 2018, to the WOCNCB Office.
555 E. Wells Street, Suite 1100 • Milwaukee, WI 53202 • 888-496-2622 • Fax 414-276-2146 • info@wocncb.org