



**FULL MANAGEMENT,  
PROJECT MANAGEMENT,  
& SUPPORT SERVICES**

**SHORT & LONG TERM  
CONTRACT OPTIONS**

Choose from a menu of customized options.

A photograph of two hands shaking in a firm grip over a desk. In the background, there is a laptop, some papers, and a window with a view of a building. The lighting is bright and professional.

# ABOUT HOSS

(HEM/ONC Society Services)

**Virtual Operations Pros**

[www.HOSSnextwave.com](http://www.HOSSnextwave.com)

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## ABOUT | HOSS

The Next Wave Group Hem/Onc Society Services Division (HOSS) offers oncology societies full management, as well as a menu of support & special services.

Our current & potential clients include ASCO affiliated State Societies; allied oncology foundations, & oncology-related organizations of all types.

[www.HOSSnextwave.com](http://www.HOSSnextwave.com)

### HOSS EXECUTIVE LEADERSHIP TEAM

- Carol Teal Christner, BBA, MSA, CAE
- Angela Ladner, BA, MA
- Caroline Merritt, BA, MA
- Mary Jo Richards, BA
- Roberta Sorensen, BA, MA
- Patricia H. Troy, BS, M.Ed., CASE, IOM, CAE

Our support team offers specialized expertise, as well as onsite services.

### SPECIAL IN-DEPTH EXPERTISE IN

- Continuing Medical Education
- Corporate Relationships
- Digital Communications
- Event Management
- Finance
- Fundraising
- Governance
- Grants
- Graphic Design
- Membership Development
- Public Affairs/Advocacy
- Strategic Planning

### HOSS CLIENT LIST

HOSS Full Management Clients

- Alabama Cancer Congress
- Idaho Society of Clinical Oncology
- Illinois Medical Oncology Society
- Maryland/DC Society of Clinical Oncology
- Mississippi Oncology Society
- Oncology Foundation of Maryland/DC
- Society of Utah Medical Oncologists

## HOSS | TYPES OF SERVICES

Full management or selected services from list below:

### GOVERNANCE

- Board Education & Development
- Minutes
- Participation in National Affiliate Meetings
- Strategic Planning

### FINANCE

- Bookkeeping & Accounting
- Dues Processing
- Budgeting & Fiscal Planning
- Bank Reconciliations
- Monthly Reporting
- Auditor/Tax Support
- Corporate Memberships/Sponsorships
- Grant Writing

### MEMBERSHIP

- Membership Database Management
- Member Services
- Membership Campaigns
- Chapter/Affiliate Relations
- Member Programs

### COMMUNICATIONS

- Mailing Address/Office, Phone Answering (Local Area Code), Fax Service
- Web Site Design & Maintenance
- E-Blasts & E-Bulletins
- Graphic Design
- Brochures, Magazines, Books, Directories
- Webinars

### PROGRAMS

- Educational Initiatives
- Advocacy Programs
- Training
- Special Projects
- Reimbursement Updates
- Legislative Updates
- Business of Oncology
- Fellows Programs
- Grant Writing

### EVENTS

- Planning & Budgeting
- Venue Selection & Contract Negotiation
- Registration (Online, Phone, Mail)
- Name Tags
- Food & Beverage
- On-Site Staffing
- Continuing Medical Education
- Photography
- Speaker & Exhibitor Coordination
- Exhibitor Recruitment

## ABOUT | NEXT WAVE GROUP, LLC

### PRINCIPAL/PRESIDENT | Patricia H. Troy, CAE

- Degrees: B.S. & M.Ed. Auburn University; CASE Loyola College (Baltimore)
- Certifications: Institute of Organization Management - US Chamber - IOM; Certified Association Executive by ASAE - CAE
- Major Lifetime Accomplishment: Co-founder, Chesapeake Academy, Independent Elementary School; 1980 (Now Lower School of Severn School)
- Publications: "Flex: The Virtual Office Advantage"; Various Feature Articles in Client Publications
- Memberships: American Society of Association Executives, Association Management Company Institute; Women in Communications, American Business Women's Association, Annapolis & Anne Arundel County Chamber of Commerce, Greater Severna Park & Arnold Chamber of Commerce



### PRIOR HISTORY

Grew Out of Bay Media, Inc. - A Publication Management Company - Digital & Print, Graphic Design, Web, Founded 1989 (Sister Company)

### COMPANY TYPE

Association Management Company (Full Service & Cafeteria Options)

### DIVISIONS

Organization Management Service (OMS); Hem/Onc Society Services (HOSS); Mental Health Society Services (MHSS)

### CLIENT BASE

Local, State, Regional, National, International

### CLIENTS

20 & Growing

### OPERATIONAL MODEL

Virtual (Since 2006); Uses Mostly Independent Contractors

### TEAM SIZE

40 Contractors & 2 Employees; 20 States

### SPECIAL EXPERTISE

Turnarounds, Strategic Planning, Conflict Management, Publications, Web-based Operational Systems, Applied Technology/Operating Systems

[www.nextwavegroup.com](http://www.nextwavegroup.com)