



AAFP Volunteer Service Application

May 3–5, 2012—National Conference of Special Constituencies—Sheraton Kansas City Hotel at Crown Center

The National Conference of Special Constituencies (NCSC) requires volunteers to serve in a variety of capacities. The volunteer positions described herein provide opportunities for AAFP special constituency members to make a significant contribution to the success of the 2012 NCSC as well as to gain experience and exposure to the political processes of the Academy. We strongly encourage first-time attendees to apply.

If you are interested in serving as a volunteer, **please complete and return this form to NCSC Staff by 12:00 p.m. on Thursday, May 3.** (You do not need to be a Chapter Delegate to volunteer.)

Name: _____ **Member ID:** _____

Email: _____

Cell Phone Number: _____ **Room Number:** _____

Constituency Representing: _____

Chapter Representing: _____

Are you a first-time attendee? [] Yes [] No

If no, how many times have you attended NCSC before? _____

Check the position(s) in which you are interested:

- [] Parliamentarian (*previous experience with parliamentary procedure preferred*)
- [] Reference Committee
- [] Tellers Committee

If you have a preference for a particular reference committee, indicate below.

(Please note that indication of preference is not a guarantee of placement on that reference committee.)

- [] Advocacy
- [] Education
- [] Health of the Public and Science
- [] Organization and Finance
- [] Practice Enhancement

List any AAFP experience you have related to the volunteer position(s) you selected.

PARLIAMENTARIAN

The Parliamentarian for NCSC will assist the Convener in executing the appropriate parliamentary procedure during the Business Session (source: The Standard Code of Parliamentary Procedure, current edition). The Parliamentarian may not serve on a Reference Committee during NCSC.

TIME COMMITMENT:

Friday Afternoon Meet with AAFP Speaker, Vice Speaker, NCSC Convener, and Staff to role play Business Session (5:45–6:30 p.m.)

Saturday Serve as Parliamentarian during Business Session (8:00–9:45 a.m., 10:00 a.m.–12:00 p.m.)

REFERENCE COMMITTEES

NCSC has five (5) Reference Committees, each composed of one individual from each of the five constituencies (and an observer). These individuals are appointed by the Conference Convener from the registrants who have indicated an interest in serving on a Reference Committee. Reference Committee members are not required to be Chapter Delegates. The responsibilities of the Reference Committee members are as follows:

- Hear Testimony;
- Prepare a report summarizing the testimony and containing recommendations for action by the AAFP Board of Directors or the Congress of Delegates;
- Sit at the head table during the Reference Committee report presentation to the NCSC Business Session and respond to questions. In addition, Reference Committee members will be required, if needed, to explain the rationale behind its recommendation(s).

TIME COMMITMENT:

- ***Advocacy, Education, and Practice Enhancement Reference Committees***

Thursday Afternoon Reference Committee Orientation (5:30–6:00 p.m.)

Friday Morning Reference Committee Hearing (10:30–11:45 a.m.)

Friday Afternoon Executive Session (11:45 a.m.–3:30 p.m. or until work is complete)

Saturday Business Session (8:00 a.m.–12:00 p.m.)

- ***Health of the Public & Science and Organization & Finance Reference Committees***

Thursday Afternoon Reference Committee Orientation (5:30–6:00 p.m.)

Friday Afternoon Reference Committee Hearing (1:30–2:45 p.m.)

Friday Afternoon Executive Session (2:45–6:00 p.m. or until work is complete)

Saturday Business Session (8:00 a.m.–12:00 p.m.)

TELLERS COMMITTEE

The Tellers Committee consists of five (5) individuals, one individual from each of the five constituencies, who work with staff to collect ballots, count votes, and relay results back to the appropriate Constituency Caucus or Business Session Chair. **Members of the Tellers Committee must not be running for any office during the conference.**

TIME COMMITMENT:

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| Thursday Evening | Tellers Committee Orientation with Staff and Conference Convener (5:30–6:00 p.m.) |
| Friday Morning | Balloting for Women; Minority; International Medical Graduates; & Gay, Lesbian, Bisexual and Transgender Co-Conveners; New Physicians Alternate Delegates; and 2013 NCSC Convener (8:00–9:30 a.m.) |
| Friday Afternoon | Balloting for Special Constituency Alternate Delegates, New Physician Board Candidate, and AMA-YPS Delegate (4:30–5:45 p.m.) |