

## **Positions Elected at the 2008 National Conference**

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The following positions are elected at the annual National Conference of Family Medicine Residents and Medical Students scheduled for July 30-August 2. The completed application form for resident/student elections and support materials should be directed to the AAFP.

Candidates for elected positions must be nominated during the Thursday (July 31) or Friday (August 1) business sessions of the resident and student congresses or immediately before the candidates' forums on Saturday morning (August 2). Candidates for elected positions should be prepared to give a brief presentation during the candidates' forum (three minutes each for Board candidates and National Conference Chairs and two minutes each for the other positions; these time frames may be adjusted at the discretion of the Chairs). These brief presentations give candidates a chance to state their qualifications and reasons for running. Designated candidates will also participate in a question-and-answer session designed to give National Conference attendees a better idea of the candidates' viewpoints on important issues. Candidates are elected by the official delegates from each constituent chapter.

***Individuals elected to the Board of Directors, Chairs of the National Conference, National FMIG Coordinator and Congress of Delegates positions are required to stay for a breakfast and orientation session on Sunday, August 3, from 8:30 a.m. to 10:30 a.m. Candidates should make return travel arrangements accordingly.***

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## **Resident Member of the AAFP Board of Directors**

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As a full voting member of the AAFP Board of Directors, one resident has the primary responsibility to bring the resident perspective to all Board deliberations. Following election at the National Conference, this individual will require ratification by the AAFP Congress of Delegates before full appointment to the Board.

### **Special Qualifications**

- At least one year of experience in an AAFP position at the national level either as a resident or student (i.e., National Conference Chair, National Delegate, National FMIG Coordinator, AAFP commission member, representative to the Society of Teachers of Family Medicine, representative to the Residency Review Committee for Family Medicine, representative to the Association of Family Medicine Residency Directors, or representative to the American Academy of Family Physicians Foundation).

Note: According to the AAFP Bylaws, the resident member of the Board is not eligible for re-election to the Board in the same capacity and, in the future, will not be eligible to serve on the Board as the representative of the new physician constituency.

### **Specific Responsibilities**

- Represent the best interests of the entire membership of the AAFP in all matters that come before the AAFP Board of Directors.
- Communicate the resident member opinion to the AAFP Board of Directors.
- Help orient other resident officers to the workings of the AAFP and communicate issues of importance to the appropriate AAFP commissions.
- Coordinate discussions of the resident delegation at the AAFP Congress of Delegates.
- Attend all AAFP Board of Directors' meetings (three- to five-day meeting up to six times, including weekends).
- Attend meetings of the Commission on Education (COE) Subcommittee on Resident and Student Issues as a voting member (half day meeting once a year).
- Attend meetings of the Commission on Membership and Member Services as a voting member (one-and-a-half-day meeting once a year).
- Attend the National Conference the year following election (five days, including the weekend). Duties will include facilitating the candidates' forum on Saturday morning.
- Attend two AAFP annual meetings (seven days each, including the weekend).
- Attend the Annual Leadership Forum (ALF).

This position may involve attendance at other meetings, as directed by the Board Chair.

### **Time Commitment**

The resident member is expected to attend all portions of assigned meetings. Approximately 45 days (including weekends) will be required for travel and attendance at meetings, as well as many hours of meeting preparation.

### **Tentative Schedule** (subject to change)

AAFP Board of Directors

September 15-20, 2008

San Diego, CA

December 7-13, 2008	Kansas City, MO
August 10-15, 2009	White Sulphur Springs, WV
October 9-11 & 17, 2009	Boston, MA

<u>COE Subcommittee on Resident and Student Issues</u>	
January 14, 2009	Kansas City, MO

<u>Commission on Membership and Member Services</u>	
January 15-18, 2009	Kansas City, MO

<u>NCSC/Annual Leadership Forum (ALF)</u>	
April 23-25, 2009	Kansas City, MO

<u>National Conference</u>	
July 29-August 1, 2009	Kansas City, MO

<u>Congress of Delegates</u>	
October 12-14, 2009	Boston, MA

### **Student Member of the AAFP Board of Directors**

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As a full voting member of the AAFP Board of Directors, one student has the primary responsibility to bring the student perspective to all Board deliberations. Following election at the National Conference, this individual will require ratification by the AAFP Congress of Delegates before full appointment to the Board.

#### **Special Qualifications**

- Must be entering final year of medical training at the time of election.
- At least one year of experience in an AAFP position at the national level (i.e., National Conference Chair, National Delegate, National FMIG Coordinator, AAFP commission member, or representative to the Society of Teachers of Family Medicine).

Note: According to the AAFP Bylaws, the student member of the Board is not eligible for re-election to the Board in the same capacity and, in the future, will not be eligible to serve on the Board as the representative of the resident or new physician constituencies.

#### **Specific Responsibilities**

- Represent the best interests of the entire membership of the AAFP in all matters that come before the AAFP Board of Directors.
- Communicate the student member opinion to the AAFP Board of Directors.
- Help orient other student officers to the workings of the AAFP and communicate issues of importance to the appropriate AAFP Commissions.
- Coordinate the discussions of the student delegation at the AAFP Congress of Delegates.

- Attend all AAFP Board of Directors' meetings (three- to five-day meeting up to six times, including weekends).
- Attend meetings of the Commission on Education (COE) Subcommittee on Resident and Student Issues as a voting member (half day meeting once a year).
- Attend meetings of the Commission on Membership and Member Services as a voting member (one-and-a-half-day meeting once a year).
- Attend the National Conference the year following election (five days, including the weekend). Duties will include facilitating the candidates' forum on Saturday morning.
- Attend two AAFP annual meetings (seven days each, including the weekend).
- Attend the Annual Leadership Forum (ALF).

This position may involve attendance at other meetings, as directed by the Board Chair.

#### **Time Commitment**

The student member is expected to attend all portions of assigned meetings. Approximately 45 days (including weekends) will be required for travel and attendance at meetings, as well as many hours of meeting preparation.

#### **Tentative Schedule** (subject to change)

##### AAFP Board of Directors

September 15-20, 2008	San Diego, CA
December 7-13, 2008	Kansas City, MO
August 10-15, 2009	White Sulphur Springs, WV
October 9-11 & 17, 2009	Boston, MA

##### COE Subcommittee on Resident and Student Issues

January 14, 2009	Kansas City, MO
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##### Commission on Membership and Member Service

January 15-18, 2009	Kansas City, MO
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##### NCSC/Annual Leadership Forum (ALF)

April 23-25, 2009	Kansas City, MO
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##### National Conference

July 29-August 1, 2009	Kansas City, MO
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##### Congress of Delegates

October 12-14, 2009	Boston, MA
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#### **Resident Chair of the National Conference**

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The Resident Chair is responsible for coordinating resident activities throughout the year and providing assistance in planning the annual National Conference of Family Medicine Residents and Medical Students. Following election at the National Conference, this individual will require approval by the AAFP Board of Directors.

### **Special Qualifications**

- At least one year of experience in an AAFP position at the national level as a resident or student (i.e., National Delegate, National FMIG Coordinator, AAFP commission member, representative to the Society of Teachers of Family Medicine, representative to the Residency Review Committee for Family Medicine, representative to the Association of Family Medicine Residency Directors, or representative to the American Academy of Family Physicians Foundation).

### **Specific Responsibilities**

- Coordinate and make decisions for resident activities.
- Provide input into the planning of the theme, programming and special activities for the upcoming National Conference.
- Function as a member of the Commission on Education (COE).
- Attend the following meetings: COE (one-and-a-half-days once a year), COE Subcommittee on Resident and Student Issues (half day once a year), COE Subcommittee on National Conference Planning (half day three times per year), and COE Resident/Student Screening Committee meeting (half day per year).
- Attend two Congress of Delegates' meetings (three days each).
- Preside at the business sessions of the National Congress of Family Medicine Residents (NCFMR) the year following election (five days, including the weekend).

In addition, this position may involve attendance at other meetings, as directed by the Board Chair.

This position works closely with the chair of the COE Subcommittee on National Conference planning and staff of the Division of Medical Education. Major decisions are made with the input of the two resident delegates.

The Resident Chair is responsible for the leadership of the next NCFMR. Issues and resolutions for the coming year need to be identified. The degree of organization and resident participation at that meeting will determine the effectiveness of resident representation in the AAFP the following year.

### **Time Commitment**

The Resident Chair is expected to attend all portions of assigned meetings. Approximately 15-20 days (including weekends) will be required for travel and attendance at meetings, as well as many hours of meeting preparation.

### **Tentative Schedule** (subject to change)

#### COE Subcommittee on National Conference Planning

September 14, 2008	San Diego, CA
October 24, 2008	Leawood, KS
January 15, 2009	Kansas City, MO
May 14, 2009	Kansas City, MO
October 11, 2009	Boston, MA

#### COE and Subcommittees

January 14-17, 2009	Kansas City, MO
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National Conference

July 29-August 1, 2009

Kansas City, MO

**Student Chair of the National Conference**

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The Student Chair is responsible for coordinating student activities throughout the year and providing assistance in planning the annual National Conference of Family Medicine Residents and Medical Students. Following election at the National Conference, this individual will require approval by the Board of Directors.

**Special Qualifications**

- At least one year of experience in an AAFP position at the national level (i.e., National Delegate, National FMIG Coordinator, AAFP commission member or representative to the Society of Teachers of Family Medicine).

**Specific Responsibilities**

- Coordinate and make decisions for student activities.
- Provide input into the planning of the theme, programming and special activities for the upcoming National Conference.
- Function as a member of the Commission on Education (COE).
- Attend the following meetings: COE (one-and-a-half-days once a year), COE Subcommittee on Resident and Student Issues (half day once a year), COE Subcommittee on National Conference Planning (half day three times per year), and COE Resident/Student Screening Committee meeting (half day per year).
- Attend two Congress of Delegates' meetings (three days each).
- Preside at the business sessions of the National Congress of Student Members (NCSM) the year following election (five days, including the weekend).

In addition, this position may involve attendance at other meetings, as directed by the Board Chair.

This position works closely with the chair of the COE Subcommittee on National Conference Planning and the staff of the Division of Medical Education. Major decisions are made with the input of the two student delegates.

The Student Chair is responsible for the leadership of the next NCSM. Issues and resolutions for the coming year need to be identified. The degree of organization and student participation at that meeting will determine the effectiveness of student representation in the AAFP the following year.

**Time Commitment**

The Student Chair is expected to attend all portions of assigned meetings. Approximately 15-20 days (including weekends) will be required for travel and attendance at meetings, as well as many hours of meeting preparation.

**Tentative Schedule** (subject to change)

COE Subcommittee on National Conference Planning

September 14, 2008

San Diego, CA

October 24, 2008	Leawood, KS
January 15, 2009	Kansas City, MO
May 14, 2009	Kansas City, MO
October 11, 2009	Boston, MA

COE and Subcommittees

January 14-17, 2009	Kansas City, MO
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National Conference

July 29-August 1, 2009	Kansas City, MO
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**Resident Delegate to the AAFP Congress of Delegates**

Two residents have primary responsibility to represent AAFP resident member interests at the AAFP Congress of Delegates and to facilitate a resident communication network composed of chapter delegates to the National Congress of Family Medicine Residents (NCFMR). Following election at the National Conference, the Resident Delegates must be approved by the AAFP Board of Directors.

**Specific Responsibilities**

- Represent resident member interests, as voted on by the National Congress of Family Medicine Residents, at the AAFP Congress of Delegates by following resolutions and issues pertinent to family medicine residents.
- Function as members of the Commission on Education.
- Attend the following meetings: COE (one-and-a-half days once a year), COE Subcommittee on Resident and Student Issues (half day once a year) and other COE subcommittees as assigned (half day twice per year).
- Keep the lines of communication open with resident members and facilitate dialogue on issues important to residents.
- Provide assistance to the Resident Chair in the coordination of resident activities.
- Attend the Congress of Delegates' meetings (three days).
- Attend the National Conference the year following election (five days, including the weekend).
- Function as representatives to national resident organizations, as assigned.

The Resident Delegates attend the AAFP Congress of Delegates the following year as the voting delegates.

The COE maintains liaisons with various national resident and student groups. As resident leaders and members of the COE, the Resident Delegates may be asked to represent family medicine resident members and the AAFP at different national meetings.

**Time Commitment**

The Resident Delegates are expected to attend all portions of assigned meetings. Approximately 10-15 days (including weekends) will be required for travel and attendance at meetings, as well as many hours of meeting preparation.



### **Time Commitment**

The Student Delegates are expected to attend all portions of assigned meetings. Approximately 10-15 days (including weekends) will be required for travel and attendance at meetings, as well as many hours of meeting preparation.

### **Tentative Schedule** (subject to change)

#### COE Subcommittee on Resident and Student Issues

January 14, 2009 Kansas City, MO

#### Commission on Education and Subcommittees

January 15-17, 2009 Kansas City, MO

#### Congress of Delegates

October 12-14, 2009 Boston, MA

#### National Conference

July 29-August 1, 2009 Kansas City, MO

### **National Family Medicine Interest Group (FMIG) Coordinator**

The primary responsibility is to support and help facilitate the work of the FMIG Regional Coordinators and strengthen the Family Medicine Interest Groups (FMIGs) on the local, state and national levels. Following election at the National Conference, the National FMIG Coordinator must be approved by the AAFP Board of Directors.

#### **Special Qualifications**

- Active involvement in an FMIG prior to election as National FMIG Coordinator.

#### **Specific Responsibilities**

- Maintain continuous communication with the FMIG Regional Coordinators via phone, fax and/or e-mail.
- Assist in activity/information coordination of all FMIG leaders.
- Attend the following meetings: COE (one-and-a-half days once a year), COE Subcommittee on Resident and Student Issues (half-day once a year) and other COE Subcommittees as assigned (half-day once a year).
- Attend the National Conference the year following election (five days, including the weekend).
- Help facilitate an FMIG Regional Coordinators' Training Workshop in January (two days).
- Assist in coordinating some activities at the National Conference, such as a pre-conference FMIG leadership development workshop.

The National FMIG Coordinator works closely with the staff of the Division of Medical Education and the Student Chair to help coordinate specific duties.

**Time Commitment**

The National FMIG coordinator is expected to attend all portions of assigned meetings. Approximately 5-10 days (including weekends) will be required for travel and attendance at meetings, as well as many hours of meeting preparation.

**Tentative Schedule** (subject to change)COE Meeting and Subcommittee

January 14-17, 2009

Kansas City, MO

National Conference

July 29-August 1, 2009

Kansas City, MO

FMIG Regional Coordinators' Training Workshop

January 17-18, 2009

Kansas City, MO

## **Nominations for Appointments to Other Organizations**

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The National Conference is also a forum for nominating representatives to the following organizations. The completed application form for resident/student elections and support materials should be directed to the AAFP.

Candidates for elected positions must be nominated during the Thursday (July 31) for Friday (August 1) business sessions of the resident and student congresses or immediately before the candidates' forums on Saturday morning (August 2). Candidates should be prepared to give a brief presentation (approximately two minutes) during the candidates' forum. These brief presentations give candidates a chance to state their qualifications and reasons for running. Time permitting, candidates may also participate in a question-and-answer session designed to give National Conference attendees a better idea of the candidates' viewpoints on important issues. Candidates are voted on by the designated delegates from each constituent chapter. The names of the nominees selected at the National Conference are provided to the organization's Board of Directors for final approval.

### **American Academy of Family Physicians Foundation (AAFP-F) Resident Representative**

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The AAFP Foundation serves as the philanthropic arm of the Academy. Its primary goal is to enhance health care by developing and providing philanthropic resources for the promotion and support of family medicine. Foundation programs and initiatives include the Joint Grant Awards Program, Parke-Davis Teacher Development Awards and research externships for medical students.

The position of Resident Representative to the AAFP Foundation is a two-year term. The name of the resident nominee elected at the National Conference is provided to the Foundation Board of Trustees for final approval. **This position is up for election in 2008.** The term runs September 1, 2008 through August 31, 2010.

Candidates for this position must be a first- or second-year resident with at least one year of experience in an AAFP position at the national level either as a resident or student (i.e., National Conference Chair, National Delegate, National FMIG Coordinator, AAFP commission member, representative to the Society of Teachers of Family Medicine, or representative to the Association of Family Medicine Residency Directors).

In addition to attending the Foundation Board meetings, the Resident Representative serves as the AAFP Foundation liaison to the Commission on Education. (Funding for these meetings is provided by the Foundation.) The Resident Representative also attends the National Conference.

### **Association of Family Medicine Residency Directors (AFMRD) Resident Representative**

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The position of Resident Member of the Association of Family Medicine Residency Directors (AFMRD) is a one-year term beginning September 1, 2008. The key objectives of the position are to: a) help inform and provide a resident perspective to program directors on environmental issues impacting residents and their education; b) provide the resident with practical non-profit board leadership experience and c) afford the resident opportunities to receive mentoring from established leaders in family medicine.

The AFMRD resident board nominee elected during the AAFP National Congress of Resident Members is reviewed and ratified by the AFMRD Board of Directors for final approval. Eligible residents should be in their PGY2 or PGY3 year during the beginning of their term that starts on September 1, 2008. This position requires travel (funded) to two AFMRD Board meetings and the 2009 National Conference of Family Medicine Residents and Medical Students. The Fall Board meeting is scheduled for September 10-13, 2008, in San Francisco, Ca. Because the fall meeting serves as an orientation event for all new AFMRD Board members, it is a requirement that the resident attend this meeting. The resident has the option of attending one of the AFMRD's Frontline Preceptorships.

A key duty of this position is to convene a meeting between a group of representative family medicine residents and members of the AFMRD Board of Directors for a focused discussion on resident issues during the 2009 National Conference of Family Medicine Residents and Medical Students. Other responsibilities include providing written reports prior to Board meetings and participating in monthly conference calls of the Board of Directors.

### **Society of Teachers of Family Medicine (STFM) Resident and Student Positions**

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Representatives to the Society of Teachers of Family Medicine (STFM) consist of one resident and one student position on the STFM Board of Directors. Both representatives also serve on the STFM Education Committee and attend four meetings per year, as well as the National Conference the year following election. This position will represent the resident and student perspective, not that of the AAFP. Resident and student representatives are functioning members of the STFM Board and the Education Committee, even though they do not vote.

STFM was founded:

- To support and promote family medicine as an academic discipline.
- To maintain and continually improve the quality of family medicine and general medical education.
- To encourage research and teaching in family medicine.
- To facilitate the professional growth and development of family medicine educators.
- To encourage a multidisciplinary and international approach to family medicine education.
- To provide a forum for the interchange of experience and ideas among its members and other interested persons.

The STFM appointment is for one year with the option to serve a second term at the invitation and approval of the STFM Board. The names of the resident and student nominees elected at the National Conference are provided to the STFM Board for final approval.

The representatives are not only called upon to represent views of their constituents, but to help define the role of STFM in the education of students and residents. Part of their responsibility may be to invite representatives of leading resident and student organizations to constitute a panel and share their views on the roles of family medicine educators in the medical schools and in the community. They may also be asked to help organize a session on academic family medicine as a career at the National Conference. Funding for all meetings is provided by STFM.

NOTE: The STFM Board of Directors will meet Sunday, August 5, from 8:00 a.m. to 3:00 p.m. Candidates should schedule travel to anticipate attendance at this meeting if elected to the position. Final confirmation of the appointment will occur after the National Conference, pending approval by the AAFP Board of Directors and STFM Board of Directors.

The STFM Board has invited their current student board member to sit for a second term. The student representative will be elected again in 2009. The resident representative will be elected in 2008.