



Candidate Fact Sheet

NOTE: If you run for office at FUTURE, please plan to attend:

- **A joint resident and student candidates' orientation session at 4:30 p.m. on Friday in the congress room 2103AB.**

Position Descriptions

Visit www.aafp.org/getinvolved for detailed information about the qualifications, specific responsibilities and time commitment associated with each elected position. Access the [directory of current resident and student leaders](#) to see who is serving this year and consider talking to the person holding the position you are seeking to gain insight about their experience.

Nomination Process

Nominations are solicited during the Thursday (10:15 a.m.) and Friday (8:30 a.m.- Students; 9:30 a.m. - Residents) business sessions. Upon nomination, you will receive a red candidate button. You will be asked to report to the Congress Business Office (2105 where staff will take a photo to display on the candidates' board).

Candidate Materials

All candidates must submit the following information:

- Completed application form (online)
- CV
- Support form completed by your AAFP chapter (state or constituent chapter)
- Completed conflict of interest disclosure
- Residents only: Letter of support from your program director
- Students only: Letter of support from faculty at your medical school
- Students only: Participation form signed by medical school dean's office

If you decide during the conference to run for office, you may submit some application materials after FUTURE however, all candidates who are elected to positions must submit all required documentation before Board approval can be sought. If you do not have the AAFP leadership participation form signed by the dean of the medical school and a letter of support from a faculty member (students) or a letter of recommendation from the residency program (residents) at FUTURE, you must be confident that you will be granted the time off to attend required meetings.

You may use one of the computers in the Congress Business Office (2105) to prepare your CV. This room will be open on Thursday and Friday from 9:00 a.m. to 5:00 p.m. **Your application materials must be submitted no later than 5:00 p.m. on Friday.**

Candidates' photos and selected materials will be available via the FUTURE mobile app starting Friday morning.

IMPORTANT: Please note below the AAFP policy for the use of social media in campaigning.

AAFP Guidelines: Using Social Media when Campaigning for Leadership Positions

The AAFP embraces the use of social media for member/organizational communications, and AAFP provides formal social media channels for this purpose. These channels are not to be used for personal use, including the posting of messages selling products, recruiting, political campaigning or endorsements, promoting commercial or other ventures, or any messages perceived as spam. This includes the campaigning by members for AAFP leadership positions at the National Conference of Constituency Leaders, National Congress of Family Medicine Residents, National Congress of Student Members and Congress of Delegates. These guidelines are posted online, and any comments that violate these guidelines will be removed. Regarding



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X (formerly Twitter), the AAFP has no objections to candidates using the official event hashtag in any messages from their personal account, including campaign messages. Please note: this restriction applies only to the official AAFP social media channels; the use of personal social media accounts is at each member's own discretion.

Candidates' Orientation/Briefing

Plan to attend an orientation session for all candidates in the congress room (2103AB) at 4:30 p.m. Friday. Resident and student leaders will explain the agenda for the candidates' forum and identify resources for learning more about the Academy and members of the AAFP Board of Directors will offer tips on speaking and fielding questions.

Candidates' Forum

You should be prepared to give a brief presentation during the Candidates' Forum on Saturday (8:00 a.m. -Students and 10:15 a.m. - Residents). Candidates for the Board of Directors and Resident and Student Conference Chair positions will each speak for three minutes. Candidates for the Delegates to the AAFP Congress of Delegates will each speak for two minutes. These time frames may be adjusted at the discretion of the Chairs. A timing device (light system) will be used to signal speakers of their time limits. (Note: The actual timing of a speech begins after the candidate states his/her name, school/residency, etc.)

During the forum, candidates for selected positions will also have an opportunity to participate in a question-and-answer session. This segment of the forum is designed to give delegates and attendees a better idea of candidates' knowledge of the organization and viewpoints on important issues.

Elections

The order of elections is as follows:

- Resident/Student Member of the AAFP Board of Directors
- Resident/Student Conference Chair
- Resident/Student Delegates to the AAFP Congress of Delegates

IMPORTANT: New Officer Orientation

Individuals elected to leadership positions are expected to attend an orientation session on Saturday afternoon immediately following the closing of the final congress business session. The orientation should end by 2:00 p.m. Candidates should make travel arrangements accordingly.