



NCFMR/NCSM Candidate Fact Sheet

National Conference of Family Medicine Residents and Medical Students

1. HOW DO I BECOME A CANDIDATE?

- Choose the elected position for which you'd like to apply (visit aafp.org/getinvolved to review positions)
- Submit completed electronic application by July 26, 2020
- Attend Candidate's Forum practice webinar, Wednesday, July 29, 2020, 7:00-8:30 p.m. CDT
- View Candidate Orientation video before National Conference
- Attend Candidate Briefing on Saturday, August 1, 2020, 5:00-6:00 p.m. CDT
- Prepare a two- to three-minute (depending on position sought) speech and participate in Q&A during Candidates' Forum on Saturday, August 1, 2020, 8:00-9:30 p.m. CDT
- If elected, attend new officer orientation on Friday, August 7, 2020, 7:00-9:00 pm CDT

2. WHAT POSITIONS ARE ELECTED AT NATIONAL CONFERENCE?

- AAFP Board of Directors
- National Conference Chair
- AAFP Congress of Delegates
- FMIG National Coordinator
- STFM Board of Directors
- AFMRD Board of Directors
- AAFP Foundation Board of Trustees

Not every position is open every cycle. Refer to the Resident and Student Leadership Opportunities at aafp.org/getinvolved for detailed information about the qualifications, specific responsibilities and time commitment associated with each elected position available this year. To gain a better understanding of the role, you can use the [student and resident leadership directory](#) to contact to the person holding the position you are seeking.

3. WHAT MATERIALS DO I NEED TO APPLY?

All candidates must electronically submit the following information via the online application system:

- [online application](#)
- [letter of interest](#)
- [headshot photo \(.jpg\)](#)
- [CV \(one-page front and back maximum\)](#)
- [letter of support from your constituent chapter \(must be on constituent chapter letterhead\)](#)
- [\(Residents\) letter of recommendation from your residency program on appropriate letterhead](#)
- [\(Students\) AAFP leadership participation form signed by the dean of the medical school](#)
- [\(Students\) letter of support from a clerkship director or other knowledgeable faculty member on appropriate letterhead and](#)
- [completed online conflict of interest form.](#)

All items must be submitted in order to appear on the ballot. This information will be posted online on the National Conference webpage.

4. HOW DO I GET MORE INFORMATION?

- Visit aafp.org/getinvolved for detailed information about the qualifications, specific responsibilities and time commitment associated with each elected position available this year.
 - Plan to view orientation video before National Conference (will be made available online).
 - Resident and student leaders will explain the agenda for the candidates' forum and identify resources for learning more about the AAFP, and members of the AAFP Board of Directors will offer tips on speaking and fielding questions.
 - All candidates are required to attend a final live online briefing on Saturday, August 1, 2020, 5:00-6:00 p.m. CDT.
 - Candidates in each category will draw their speaking order.
 - Contact getinvolved@aafp.org with questions.
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5. CANDIDATES' FORUM

- You should be prepared to give a two- to three-minute (depending on position sought) speech during the virtual Candidates' Forum on Saturday, August 1, 2020, 8:00 – 9:30 p.m. CDT to offer delegates and attendees a better idea of your knowledge of the organization and viewpoints on important issues.
 - Candidates for the Board of Directors and National Conference Chair positions will each speak for three minutes. Candidates for other positions will each speak for two minutes.
 - These time frames may be adjusted at the discretion of the Chairs. A timing device 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 may also have an opportunity to participate in a question-and-answer session.
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6. ELECTIONS

The 2020 order of elections is as follows:

- Resident/Student Member of the AAFP Board of Directors
 - Resident/Student Chair of the National Conference
 - Resident/Student Delegates to the AAFP Congress of Delegates
 - National Family Medicine Interest Group Coordinator (student only)
 - Student Member of the Society of Teachers of Family Medicine Board of Directors
 - Resident/Student Member of the AAFP Foundation Board of Trustees
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7. WHAT IS NEW OFFICER ORIENTATION?

- Individuals elected to leadership positions are expected to attend a virtual orientation session on Friday, August 7, 2020, from 7:00-9:00 p.m. CDT

8. 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. The AAFP channels (including but not limited to AAFP Facebook, AAFP Prez, YouTube, LinkedIN) 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 Special Constituencies, 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 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.**