



Resident and Student Congress

Leadership Opportunities

There are many opportunities to use your leadership and organizational skills during the National Congress of Family Medicine Residents and the National Congress of Student Members. The leadership team is made up of residents and students who hold national office in leadership positions with the AAFP (elected and appointed), chapter delegates to the resident and student congresses, and other attendees interested in leadership development.

The list of leadership opportunities (in each congress) appears below. The Resident and Student Conference Chairs are responsible for recruiting volunteers to fill these positions.

Business Session Assistant (1 Resident/1 Student)

- Role:
Assist the Chair with elements of congress business sessions. Historically, business session assistants have helped with execution of each business session by timing candidate speeches and member testimony and distributing and collecting materials prior to and during business sessions.
- Eligibility:
Any congress attendee may serve in this role, at the discretion of each conference chair.
- When:
30 minutes prior to and for the entirety of all three congress sessions: Thursday Congress session (10:30-11:45 a.m.), Friday Congress session (9:00-10:00 a.m.), Saturday Congress session (7:30 a.m.-12:00 p.m.)

Delegate Credentialing Coordinator (1 Resident/1 Student)

- Role:
Work with staff to register credentialed chapter delegates during the congress business session on Saturday morning and, as needed onsite, enlist members to serve as delegates for their chapters.
 - This role involves seeking delegates from chapters not represented, through means such as visiting residency program booths (residents) and attending FMIG programming (students).
- Eligibility:
Must be a member of the congress to which they serve (AAFP student members for NCSM; AAFP resident members for NCFMR) and available for all three congress business sessions.
- When:
30 minutes prior to the Saturday Congress sessions, prepared to assist staff in credentialing delegates through the congress session. (7:30 a.m.-12:00 p.m.) (AAFP staff is responsible for credentialing delegates on Thursday and Friday.)
- The delegate credentialing coordinator should check in with staff following each business session (Thursday and Friday) to inquire about empty delegate seats that



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could be recruited on site.

Election Committee Members (1 Resident/1 Student)

- Role:
Work with staff to oversee the elections during Saturday morning congress sessions. *Note: the resident and student board members chair the election committee in their respective congresses and may assist in finding committee members to serve on the committee. Members relay results back to appropriate Business Session Chair.*
- Eligibility:
Must be a member of the congress to which they serve (AAFP student members for NCSM; AAFP resident members for NCFMR) and available for all three congress business sessions.
 - Members of the Election Committee must not be running for any office during the conference.
- When:
30 minutes prior to the Saturday Congress session for orientation and must serve through the entirety of the Saturday business session. (8:00 a.m.-12:00 p.m.)

Parliamentarian (1 Resident/1 Student)

- Role:
Assist the Chair in executing the appropriate parliamentary procedures (source: *American Institute of Parliamentarians Standard Code of Parliamentary*, current edition) during the Saturday morning congress session, including, but not limited to: tracking the number of times someone has spoken on a resolution or timing the length of debate for each resolution extracted from the consent calendar.
- Eligibility:
Must be a member of the congress to which they serve (AAFP student member to NCSM; AAFP resident member to NCFMR).
 - The Parliamentarian may not serve on a Reference Committee.
- Requirements:
 - Preferred experience with parliamentary procedure.
 - The parliamentarian will be provided with a copy of the Congress Governing Principles and Rules of Order, as well as a handout regarding parliamentary procedure that will be distributed to delegates and participants. A copy of the *American Institute of Parliamentarians Standard Code* will be in the congress room for reference.
 - Should be familiar with the basic rules of parliamentary procedure and those covering motions.
 - Should be available meeting with the Speaker and Vice Speaker on Thursday from 7:30 – 8:00 a.m. in Room 2105 (Congress Business Office) at the Convention Center to review the rules of order and general parliamentary procedure issues.



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- When:
Saturday Congress session (8:00 a.m.-12:00 p.m.)
- Parliamentarian should plan to be available for virtual meetings prior to the Resident and Student Congresses, as well as on site meetings, with the Resident and Student Conference Chairs and AAFP Speaker and Vice Speaker to prepare for the resolution debates that will take place on Saturday. The Parliamentarian may also be on call during the Thursday and Friday business sessions to support the conference chairs.

Reference Committee Chairs (3 Residents/3 Students)

- Role:
Reference Committee Chairs facilitate a hearing on assigned resolutions and then convene in executive session to summarize testimony and recommend specific action on each resolution.
 - Chairs:
 - Sit at the head table during the Reference Committee report presentation to the final Business Session (Saturday).
 - Are appointed by the Resident and Student Conference Chairs from the registrants who have indicated an interest in serving on a Reference Committee.
 - Are not required to be Chapter Delegates.
- Eligibility:
Must be a member of the congress to which they serve (AAFP student members to NCSM; AAFP resident members to NCFMR).
- When:
Friday morning through mid-afternoon required; Saturday Business Session (9:50 a.m. - 12:00 p.m.)

Reference Committee Chair/Members (18-21 Residents/18-21 Students)

- Role:
Reference Committee Members facilitate a hearing on assigned resolutions and then convene in executive session to summarize testimony and recommend specific action on each resolution.
 - Committee Members sit at the head table during the Reference Committee report presentation to the final Business Session (Saturday).
 - Committee members are not required to be Chapter Delegates.
- Who:
 - Residents:
 - Three experienced committee members
 - Three novice members
 - One Observer (optional)



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- Students:
 - Three experienced committee members
 - Three novice members
 - One Observer (optional)
- Eligibility:
Must be a member of the Congress to which they serve (AAFP student members to NCSM; AAFP resident members to NCFMR).
- When:
Friday morning through mid-afternoon required; Saturday Business Session (9:50 a.m.-12:00 p.m.) preferred