



AAFP Volunteer Service Application

National Conference of Constituency Leaders

The National Conference of Constituency Leaders (NCCL) requires volunteers to serve in a variety of capacities. The volunteer positions described herein provide opportunities for AAFP member constituency members to make a significant contribution to the success of the NCCL as well as to gain experience and exposure to the political processes of the AAFP. First-time attendees are encouraged to apply. Volunteers are selected in a manner that balances experience and constituencies for each committee.

If you are interested in serving as a volunteer, **please complete and return this form to Heather Ynda at the NCCL registration desk by 12:00 p.m. on Thursday, April 28.** (You do not need to be a Chapter Delegate to volunteer.)

Name: _____ Designation: _____ Member ID: _____

Email: _____

Cell Phone Number: _____

Constituency Representing: _____

Chapter Representing: _____

Are you an official Chapter Delegate? ☐ Yes ☐ No

Are you a first-time attendee? ☐ Yes ☐ No

If no, how many times have you attended NCCL (formerly NCSC) before? _____

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

- ☐ Parliamentarian (*must have previous experience with parliamentary procedure*)
- ☐ Reference Committee (*should be in attendance for presentation of report on Saturday morning*)

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 NCCL 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 or Tellers Committee during NCCL.

TIME COMMITMENT:

Friday, 4/29 Meet with AAFP Speaker, Vice Speaker, NCCL Convener, and staff to address any outstanding questions prior to Saturday morning's business session.

Saturday, 4/30 Serve as Parliamentarian during Business Session (8:00 am-12:00 p.m.)

REFERENCE COMMITTEES

NCCL 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;
- Attend the reference committee report presentation to the NCCL Business Session and respond to questions (as needed). In addition, reference committee members will be required, if needed, to explain the rationale behind its recommendation(s).

TIME COMMITMENT:

▪ *Reference Committee on Health of the Public & Science*

Thursday, 4/28 Reference Committee Orientation (5:50-6:20 p.m.)

Friday, 4/29 Reference Committee Hearing (10:30-11:15 a.m.)

Friday, 4/29 Executive Session (after hearing concludes until work is complete)

Saturday, 4/30 Business Session (8:00 a.m.–12:00 p.m.)

▪ *Reference Committee on Organization & Finance*

Thursday, 4/28 Reference Committee Orientation (5:50-6:20 p.m.)

Friday, 4/29 Reference Committee Hearing (10:30–11:15 a.m.)

Friday, 4/29 Executive Session (after hearing concludes until work is complete)

Saturday, 4/30 Business Session (8:00 a.m.–12:00 p.m.)

▪ *Reference Committee on Education*

Thursday, 4/28 Reference Committee Orientation (5:50-6:20 p.m.)

| | |
|----------------|--|
| Friday, 4/29 | Reference Committee Hearing (1:30–2:15 p.m.) |
| Friday, 4/29 | Executive Session (after hearing concludes until work is complete) |
| Saturday, 4/30 | Business Session (8:00 a.m.–12:00 p.m.) |

▪ ***Reference Committee on Advocacy***

| | |
|----------------|--|
| Thursday, 4/28 | Reference Committee Orientation (5:50-6:20 p.m.) |
| Friday, 4/29 | Reference Committee Hearing (2:00-2:45 p.m.) |
| Friday, 4/29 | Executive Session (after hearing concludes until work is complete) |
| Saturday, 4/30 | Business Session (8:00 a.m.–12:00 p.m.) |

▪ ***Reference Committee on Practice Enhancement***

| | |
|----------------|--|
| Thursday, 4/28 | Reference Committee Orientation (5:50-6:20 p.m.) |
| Friday, 4/29 | Reference Committee Hearing (2:30–3:15 p.m.) |
| Friday, 4/29 | Executive Session (after hearing concludes until work is complete) |
| Saturday, 4/30 | 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 relay election results back to the appropriate Constituency Caucus or Business Session Chair. All elections will be conducted online during the virtual meeting. The Conference Manager will communicate with the tellers about their role in advance of the virtual meeting.

Members of the Tellers Committee must not be running for any office during the conference.

TIME COMMITMENT:

| | |
|--------------|--|
| Friday, 4/29 | Balloting for Women; Minority; International Medical Graduates; & LGBTQ+ Co-Conveners; New Physicians Alternate Delegates; New Physician Board Candidate; and 2023 NCCL Convener (9:00–10:15 a.m.) |
| | Balloting for Member Constituency Alternate Delegates and AMA-YPS Delegate (during Business Session from 4:45–5:45 p.m.) |