

AAP LEADERSHIP INTEREST FORM

Please complete the following and return to Lisa Hedrick by fax (866-884-6103) or email (lhedrick@academicpsychiatry.org) by **Friday, November 17.**

If you have any questions or need additional information please contact the current committee chairs for further description of duties, time commitment, etc.

Thank you for your interest in becoming/remaining involved the AAP leadership. You will be contacted by AAP when selected to a position.

Name: _____

Current position:

___Med Student

___Early Career

___Resident

___Mid-Career

___Fellow

___Esteemed

Institution(s): _____

Email Address: _____

Areas of Interest

Based on the committee, subcommittee, interest group descriptions provided, please rank in the order of interest (1 = Highest; 3 = Lowest).

1. _____

2. _____

3. _____

AAP LEADERSHIP COMMITTEE/ INTEREST GROUP DESCRIPTIONS

Annual Meeting Program Committee

Board Liaison: President

Charges/Committee Responsibilities:

- To solicit, review, and select educational sessions for Annual Meeting. Responsible for all aspects of educational programming.
- Consult with AAP administrative staff regarding CME application, program logistics and implementation
- Oversee onsite activities, including workshops, Master Educator Program, WIPs, feedback consultations, media session, and posters.

The Program Committee is composed of **chairs of program subcommittees and designated liaisons**. The chair of the committee shall serve a one-year term, following an initial term of one-year as the associate chair. Committee member terms are designated by subcommittee chair terms. The AAP president and/or administrative director will be ex-officio members.

Subcommittees

- **Workshops** (planning)
- **Posters** (planning and onsite)
- **WIPs** (planning)
- **Educators' Showcase** (planning)
- **Feedback/Consultation** (onsite)

Awards Committee

Board Liaison: President-Elect

Charges/Committee Responsibilities:

- To review AAP awards, including criteria, review process, and fiscal management and to make recommendations to AAP leadership regarding annual awards.
- To review award nominations and select nominees to be presented for final approval to the AAP Board of Directors.

Awards

- Psychiatric Education Award
- Lifetime Achievement Award
- Roberts Award

The Awards Committee is composed of the following members: the president-elect of AAP, who shall be the chairperson, and the past president from four years previously, the Lifetime Achievement Award recipient from the previous year serving a one-year term, and two members appointed by the president in alternating years, serving two-year terms. The AAP administrative director will be an ex-officio member.

Career Development

Charges/ Responsibilities:

- To review Early Career Development Award nominations and select award recipients
- To develop and coordinate an AAP Annual Meeting mentor program.
- To organize career development activities including but not limited to Book Camp
- Liaison with affiliated organization,

This group will develop a list of additional charges/responsibilities

The Career Development Committee is composed of <eight> members, including the Chair. The chair of the committee shall serve a three-year term. The president may extend the term of the chair when it is in the interest of AAP to do so. Members will serve three-year terms and be eligible for one additional three-year term. The AAP administrative director will be an ex-officio member.

Communications Committee

Charges/ Responsibilities:

- Responsible for AAP Bulletin content
- Responsible for AAP Website content
- Maintenance and updating of social media (Twitter/Facebook, etc.)
- Archiving enduring materials to support historic documentation not part of the leadership council or executive board (non-official business)
- Responsible for updating membership on AAP business and initiatives in collaboration with the executive board and administrative director

This group will develop a list of additional charges/responsibilities

Communications Committee

The Communications Committee is composed of <six> members, in addition to the Chair and subcommittee chair(s) as defined by the Executive Board. The chair of the committee will be the *Bulletin* Editor and shall serve a three-year term. The president may extend the term of the chair when it is in the interest of AAP to do so. Members will serve three-year terms and be eligible for one additional three-year term. The AAP administrative director will be an ex-officio member.

Fellows & Residency Training

Charges/ Responsibilities:

- To review Residents Psychiatric Educators award nominations and select award recipients
- Select and define projects related to topics of common interest
- Organize workgroups and plans for selected projects

The Committee is composed of <six> members, including the Chair. The chair of the committee shall serve a three-year term. The president may extend the term of the chair when it is in the interest of AAP to do so. Members will serve three-year terms and be eligible for one additional three-year term. The AAP administrative director will be an ex-officio member.

Membership Committee

Charges/Committee Responsibilities:

- Membership recruitment and retention
- Selection of Fellows and Distinguished Fellows
- Review of Emeritus Application Selection Process
- Coordination of Annual Meeting activities:
 - Outreach and follow up - First timers
 - New Attendee Reception
 - First Timers

The Membership Committee is composed of <five> members, including the chair. The chair of the committee shall serve a three-year term. The president may extend the term of the chair when it is in the interest of AAP to do so. Members will serve three-year terms and be eligible for one additional three-year term. The AAP administrative director will be an ex-officio member.

Nominating Committee

Board Liaison: Past President

Charges/Committee Responsibilities:

- nominations
- elections

This committee will be chaired by the immediate past president, and lifetime achievement award winner from either one or two years earlier, if applicable. The committee is composed of five AAP members including the chairman. The AAP administrative director will be an ex-officio member.

Trainee Committee (evolved from the Trainee Caucus)

Charges/Committee Responsibilities:

- Ensure trainees have a positive experience at the Annual Meeting
- Facilitate ongoing trainee involvement in AAP especially at career advancement junctures
- Solicit trainee input regarding their needs from the organization
- (Complete at least 1 –but not more than 3- group songs at annual Karaoke night when available.)

The Committee is composed of up to <six> members, including the Chair and Co-Chair. Two of those individuals may be out of training as they complete their term. The chair of the committee shall serve a three-year term and shall be an early career psychiatrist who is appointed by the president with the approval of the Executive Board. The president may extend the term of the chair when it is in the interest of AAP to do so. The committee will also have a co-chair, who shall be a trainee member at the time of appointment and will be appointed by the president with the approval of the Executive Board. The co-chair may continue to serve in the role as long as they remain in training (*it is recognized that the co-chair may complete training prior to the Annual Meeting during which they would rotate off*). Co-chair terms will be reviewed and renewed annually. The committee shall continue to function in the absence of a co-chair. Efforts shall be made to have at least one medical student member on the committee. Members will serve three-year terms and be eligible for additional one-year terms as permitted by their trainee status. The AAP administrative director will be an ex-officio member.

Interest Groups

Diversity and Cultural Competence

Charges/ Responsibilities:

- To recruit, retain, and promote culturally diverse and underrepresented academic psychiatrists so as to increase their representation in both AAP and academic psychiatry, and
- To foster cultural competence in medical students, residents and fellows, faculty, and staff of academic psychiatry departments so as to reduce mental health disparities.

The chair of each Caucus shall be appointed by the president with the approval of the Executive Board. The term of appointment shall be for three (3) years. The president may extend the term of a Caucus Chair when it is in the interest of AAP to do so. The caucus is open to all AAP members with an interest in learning/sharing information regarding diversity and cultural competence.

Medical Student Education

Charges/ Responsibilities:

- Sections shall serve to promote the aims and purposes of AAP by facilitating communication among and professional education of members of the Association who share interest in a specific area of academic psychiatry.
- To review medical student essay submissions and select award recipient

The chair of each Caucus shall be appointed by the president with the approval of the Executive Board. The term of appointment shall be for three (3) years. The president may extend the term of a Caucus Chair when it is in the interest of AAP to do so. The caucus is open to AAP members with an interest in medical student education. The caucus is open to all AAP members with an interest in learning/sharing in Medical Student Education.

Have an idea for an interest group?

Additional Interest Group topics may be submitted to lhedrick@academicpsychiatry.org by April 1st for consideration for inclusion in the Interest Group event at the next AAP Annual Meeting.