

At the Council Advisory Panel meeting held in February 2014, the Member Council Executive Committee Members along with the Board of Governors confirmed the following mutual goals for the Member Councils. Throughout the year, Council leaders will coordinate their efforts with their executive committees and with the membership to strive toward achieving these goals. While the roles and responsibilities vary for each member of the Executive Committee, they are created to support the Member Councils in achieving success.

- Develop and engage council members as representatives of psychiatry as a whole, in addition to their role as clinical specialists.
- Identify health policy and practice concerns and needs of member council constituency
- Identify education needs and desires of member council constituency
- Identify and recruit subject matter experts, and other leaders, willing to become engaged in Academy initiatives and increase overall member engagement within the Academy
- Contribute to continued growth of the PM&R Journal

CHAIR-ELECT

Role and Responsibilities

- Lead the activities of the Council in the Chair's absence. Specific responsibilities include:
 - Provide leadership and oversight for all Council activities and meetings
 - Collaborates with the Academy's Strategic Coordinating Committees
 - Work with the executive committee of the Council to develop an annual work plan to determine efforts that align with the goals of the Councils
 - Collaborates with the Vice Chairs of Education, Communication and Membership to develop work groups to oversee projects
- Serve on the Council Advisory Panel as a representative of his/her Council

Time Commitment

- Attendance at the Council Advisory Panel and Council Leadership Conference in January/February (2 days)
- Attendance at Annual Assembly in October/November
- Council executive committee conference calls (1 hour per call; approximately 8-10 calls per year)
- Mid-year Council Advisory Panel conference call/webinars as needed (2-3 hours)
- Regularly accessible via and responsive to e-mail

Term: 2 years beginning at the close of the 2014 Annual Assembly and ending at the close of the 2016 Annual Assembly. This position automatically ascends to the Chair position.

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VICE CHAIR OF COMMUNICATION

Role and Responsibilities

The Vice Chair of Communication leads the communication activities of the Council. S/he collaborates with the Executive Committee of the Council and the Communication Advisory Group to:

- Produce a quarterly information letter to the Council Members, that will also be available to all members of the Academy

The nominee should be a Fellow member in good standing of AAPM&R, familiar with Academy affairs. S/he must be able to devote the necessary time and have a commitment to serve AAPM&R.

- Utilize Academy communication instruments to promote positive information regarding physiatrists
- Encourage submissions to *The Physiatrist*
- Work with the executive committee of the Council to achieve the goals of the Councils

Time Commitment

- Attendance at the Council Advisory Panel and Council Leadership Conference in January/February (2 days)
- Attendance at Annual Assembly in October/November
- Council executive committee conference calls (1 hour per call; approximately 8-10 calls per year)
- Mid-year Council Advisory Panel conference call/webinars as needed (2-3 hours)
- Quarterly production of information letter copy (2-3 hours per info letter)

Term: 3 years beginning at the close of the 2014 Annual Assembly and ending at the close of the 2017 Annual Assembly

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VICE CHAIR OF EDUCATION

Role and Responsibilities

The Vice Chair of Education leads the educational activities of the Council. S/he collaborates with the Executive Committee of the Council and the Education Advisory Group, if applicable, to foster a sense of community by:

- Provide input to the Academy's Strategic Coordinating Committees regarding clinical and practice educational needs of the council membership
- Encourage submissions of manuscripts to the Academy journal and/or other publications
- Seek from Members annual submissions to the Academy journal including comprehensive review articles specific to the Council's clinical focus
- Identify potential manuscript reviewers
- Coordinate Members to serve as a subject matter resource for clinical and practice educational content and product development as requested by Academy Strategic Coordinating Committee Chairs.
- Work with the executive committee of the Council to achieve the goals of the Councils

Time Commitment

- Attendance at the Council Advisory Panel and Council Leadership Conference in January/ February (2 days)
- Attendance at Annual Assembly in October/November
- Council executive committee conference calls (1 hour per call; approximately 8-10 calls per year)
- Mid-year Council Advisory Panel conference call/webinars as needed (2-3 hours)

Term: 3 years beginning at the close of the 2014 Annual Assembly and ending at the close of the 2017 Annual Assembly

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The nominee should be a Fellow member in good standing of AAPM&R, familiar with Academy affairs. S/he must be able to devote the necessary time and have a commitment to serve AAPM&R.

VICE CHAIR OF MEMBERSHIP DEVELOPMENT

Role and Responsibilities

The Vice Chair of Membership Development leads the membership development activities of the Council. S/he collaborates with the Executive Committee of the Council and the Membership Advisory Group to foster a sense of community by:

- Increasing the number of Academy members who are members of Councils
- Promoting membership retention and enthusiasm within Council members
- Identifying individuals to participate in activities as requested by leaders of the Academy
- Work with the executive committee of the Council to achieve the goals of the Councils

Time Commitment

- Attendance at the Council Advisory Panel and Council Leadership Conference in January/February (2 days)
- Attendance at Annual Assembly in October/November
- Council executive committee conference calls (1 hour per call; approximately 8-10 calls per year)
- Mid-year Council Advisory Panel conference call/webinar with President-Elect and Vice President (1 hour call)
- Two annual conference calls with the other Vice Chairs of Membership Development (1 hour per call)

Term: 3 years beginning at the close of the 2014 Annual Assembly and ending at the close of the 2017 Annual Assembly

MEMBER-AT-LARGE, NOMINATING COMMITTEE

Role and Responsibilities: The Nominating Committee is charged with selecting from the Fellows a single most appropriate candidate for each open Member Council executive committee position. Consideration shall be given to individual academic and clinical merit, previous service to the Academy, organizational and leadership qualities, willingness to serve if elected, diversity, and, in the case of otherwise equally qualified candidates, geographical makeup of the Member Council Executive Committee positions.

Qualifications for position: The nominees should be a member in good standing of AAPM&R, board certified in PM&R and familiar with Academy affairs. He/she must be able to devote the necessary time and have a commitment to serve AAPM&R.

Time commitment: 1-2 conference calls per year and e-mail communications as needed

Term: 1 or 2 years, depending on the executive committee nomination cycle

The nominee should be a Fellow member in good standing of AAPM&R, familiar with Academy affairs. S/he must be able to devote the necessary time and have a commitment to serve AAPM&R.