



Academic Pediatric Association Board of Directors Job Description

Position Title: Education Committee Chair

Overview: The Education Chair is responsible for oversight of all of the professional development activities of the APA, including the Academy of Distinguished Educators, the Faculty, Teaching and mentoring awards, the AGP Accreditation Committee, Educational Guidelines and the Educational Scholars Program in addition to the organization's online professional development activities.

Roles and Responsibilities:

- Attends and participates in APA Board Meetings and annual meeting-related events
- Chairs APA's Education Committee and reports to the Board of Directors on committee activities and other professional development-related programs
- Provides strategic direction as needed to Education Executive sub-committees and task forces
- Serves and participates on PAS' Program Committee
- Organizes and chairs the annual APA Education Committee Meeting at PAS
- Provides oversight for the Educational Scholars Program, Academy of Distinguished Educators, Educational Guidelines and the AGP Accreditation Committee
- Oversees the APA Teaching Award (Teaching Faculty Junior and Mid-Career, Teaching Program, Helfer Award, Miller-Sarkin Mentoring Award)
- Serves and represents the APA on AAP's Committee on Pediatric Education (COPE) and in other relevant liaison roles
- Assists with the orientation and transition to the next Chair

Term of Office:

- 2019-2021

Method of Appointment:

- Elected by the membership

Accountability:

- Reports to the Board of Directors

Qualifications

- Active engagement with the APA Education Committee and/or its professional development programs
- A commitment to collaboration and the continuous professional development of educators within the APA
- Demonstrated scholarship in the field of education including faculty development
- A history of leadership of educational programs either locally, regionally or nationally
- Strong mentorship and program management skills including a commitment to developing junior and mid-career APA members interested in educational leadership opportunities

Time Commitment:

- 12-16 hours a month including
 - at least four monthly teleconference meetings for activities described above
 - two annual in-person meetings of the Board
 - quarterly Education Committee teleconference meetings not including one annual in-person meeting at PAS
 - two PAS program planning committee meetings
 - One in-person meetings as for appropriate liaison (AAP's COPE)