



## Position Description – Vice President, AAPM&R Board of Governors

Volunteers are the fuel that power the Academy. With every new volunteer, AAPM&R becomes more energized, more diverse and inclusive, and better equipped to reach our common goals. Join the growing roster of Team Physiatry members contributing their time and expertise to support the mission, vision, and core values of the Academy. Learn more about the Vice President opportunity below.

The Academy's Board of Governors sets the direction of the Academy. Our Bylaws determine the composition of the Board of Governors. Vice President is an important role. Learn more about the Vice President position below.

### Qualification:

- In order to qualify, a Vice President candidate must have served on the Academy's Board of Governors for two years.

### Board Member Responsibilities -- Overview:

- Establish the vision, mission, and goals for the organization through a long-range strategic planning process.
- Allocate resources to support defined AAPM&R priorities.
- Assess the success of AAPM&R programmatically and financially.
- Assess and provide oversight for all programmatic and policy aspects of the Academy.
- Provide input and counsel to the Executive Director in the implementation of programs and activities.
- Be an ambassador of AAPM&R, promoting the organization's image and recruiting future volunteers.

### Vice-President Specific Responsibilities/Roles:

- Assist the President and President-elect in the discharge of their duties.
- Serve as an official representative of the Academy as requested by the President.
- Work closely with the President, President-elect, and Executive Director to prepare for the presidency.
- Chair the Awards Committee and serve on the PM&R BOLD Steering Committee.
- Serve as a member of the Executive Committee of the Board and Finance Committee.
- Serve as a Board of Governor's liaison as assigned by the President.
- Attend all meetings of the general membership, Board of Governors, and its Executive Committee, and Finance Committee.
- Collaborate with the President to identify appropriate liaisons to represent the Academy to other agencies, interest groups, and organizations.

**Time Commitment (Traditionally):**

- Annual spring and fall Board meetings; two meetings at the Annual Assembly.
- Conference calls – Every other week for Executive Committee; additional calls for various committee work; Two to five Board of Governors calls.
- Liaison responsibilities.

**Term:**

- One-year term, automatically ascends to President-elect, President, and Past President positions.