

BOD

* **President-Elect** – 3 year term (1yr as President-Elect, 1yr as President, 1yr as Immediate-Past President):

Any Fellow SPAP member in good standing is eligible to run for President-Elect. The only requirement is to show a strong commitment to pediatrics, it is not necessary to have held another position on the Board of Directors. The SPAP President-Elect and/or SPAP President are sent free of charge to the summer AAPA Leadership Summit in Washington D.C. for a weekend of training in a variety of leadership issues. The SPAP President-Elect has a full year of “learning the ropes” before assuming full leadership of the organization and communicates throughout the year with the SPAP President so he or she will be well-versed in the workings of the group. This is a fantastic position – I highly recommend it!

* **Secretary** – 2 year term

Any Fellow SPAP member in good standing is eligible to run for Secretary. He or she will keep minutes of all meetings of the organization, be responsible for all organization communications, assist the other Board members with duties, notify all members of all meetings, and maintain a database of all members, their contact information, and their applications. He or she shall perform such other duties as shall be assigned by the President or the Board of Directors.

* **Treasurer** – 2 year term

Any Fellow SPAP member in good standing is eligible to run for Treasurer. The SPAP Treasurer is responsible for maintaining accurate records of the financial status of SPAP, and is responsible for the collection of yearly dues from all members, depositing in SPAP’s account, and paying bills approved by the Board. The Treasurer also assists other Board members with other duties. This person will also manage SPAP’s PayPal account online.

* **Member-at-Large** – 2 year term

Any Fellow SPAP member in good standing is eligible to run for Member-at-Large. This individual’s duties include participating in board meetings, serve as an advisor on topics related to the SPAP. This person will act as a representative for the members and provide input on behalf of the members. They will also serve on the Communications committee and make recommendations for our website.

* **Student Representative** – 1 year term

Any Student SPAP member in good standing is eligible to run for Student Representative. This is a unique position for a specialty organization, as the Student Representative has full voting privileges on the Board of Directors. The Student Representative represents all student members of the organization, and works with the Member-at-Large to ensure that student needs and ideas are conveyed to SPAP members. All communication is by e-mail and the Student Representative is not required to travel to the annual conference if unable to do so.

COMMITTEE CHAIR

*** Membership**

This person will work closely with the Secretary to manage membership drives, and encourage and promote membership in SPAP. They shall also assist in matters of Nominations and Elections.

*** Policies & Procedures**

This person shall develop and make recommendations for adopting policies and changes for the organization and management of SPAP. They will work closely with the president.

*** Education/CME**

This person shall head the committee to coordinate the development of SPAP speakers as CME opportunities present themselves. They will also work closely with the treasurer to establish budgets and/or fundraising necessary for upcoming events.

*** Communications**

The communications chair shall work with the Member-at-Large to modify and/or manage the SPAP website, membership mailings, and further communications by email and advertising.

*** Clinical Practice Issues/Research**

This person will be responsible for gathering up-to-date information pertinent to the field of pediatrics. This may be clinical or research oriented. The committee works closely with the President-elect and Past President to make this information available to our members/students.