



ADFM PUBLIC BOARD MEMBER POSITION

3-year term, renewable

Duties of the Public Member of the Board

1. The public member shall be a voting member of the Board of Directors, with a vote equal in weight to those of other Board members.
2. The public member will be able to serve on ADFM strategic committees (Health Care Delivery Transformation; Education Transformation; Research Development; Leader Development; Advocacy; Representation, Engagement, Access, Community & Health) and the Annual Conference Planning Committee.
3. The public member will be allowed to vote for candidates nominated to positions on the ADFM Board of Directors, including officer positions.
4. The public member will sign a Conflict of Interest form along with other Board members.
5. The public member will participate in all meetings of the Board of Directors. These include:
 - o In-person meetings twice a year in conjunction with the annual ADFM Annual Conference in February and another meeting in the fall, usually early to mid-November.
 - o Virtual meetings in late spring, late summer/early fall, and mid-January (90 minutes each)
 - o Ad hoc meetings called for urgent business
 - o In addition to the Board meetings held in conjunction with the ADFM Annual Conference, the public member is also expected to attend the regular sessions of the ADFM Annual Conference and registration is waived for the public member.
6. The public member will respond to requests from the Executive Director and Board Officers for input on business and strategic issues that arise between Board meetings, primarily in the form of reviewing periodic electronic communications and responding as requested.
7. The public member is not eligible to be a candidate for an elected officer position of ADFM (e.g., ADFM President).
8. Members of the Board of Directors are not financially compensated for service to the Board and ADFM. ADFM will reimburse any travel and lodging expenses for the public member to attend the November Board meeting and the entire ADFM Annual Conference (including the Board meeting on the day prior to the Annual Conference), as well as waive registration for the conference, in accordance with organizational policies and processes.

Qualifications for Public Member Position

ADFM seeks an individual to serve as a Public Member who embraces the Vision, Mission, and Values of ADFM and cares deeply about strengthening and enhancing the role of family medicine in academic health centers and the health system, towards the ultimate goal of promoting health equity and improving the health of the nation. The ideal candidate will have familiarity with primary care, community health, and higher education, particularly academic health centers. Individuals currently employed in ADFM member departments are not eligible for the position.

Required qualifications include:

1. At least five years of experience in a professional or volunteer role in a health, education, community-service, policy, and/or related field, with a distinguished record of performance in this role(s),
2. A bachelor's degree or commensurate experience,
3. Experience participating on a decision-making body for an organization or operational unit, such as a policy committee, task force, executive council, board of directors, or similar body, with a familiarity with group decision-making processes and demonstrated ability to effectively collaborate with other members of such bodies,
4. No current financial relationship with a for-profit or commercial entity operating in the health sector that might pose a conflict of interest for service on the ADFM Board; current employment by a government health agency does not necessarily preclude serving on the ADFM Board, but would be reviewed on a case by case basis to assess for potential for conflict of interest,
5. A commitment to participate in required ADFM Board meetings and fulfill the duties of the ADFM public member position.

Desired qualifications include:

1. Advanced degree (masters or higher, or certification),
2. Work experience at an academic health center,
3. Previous service on the board of directors of a non-profit organization, university, or other civic organization,
4. Patient advocacy skills,
5. Lived experience with serious medical condition and/or hospitalization of self or family member, for example, would answer affirmatively to the question "My doctor and I have been through a lot together" (© PCPCM), and
6. Experience promoting diversity and health equity.

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