



ADFM MEMBERSHIP COMMITTEE CHAIR

2-year, 1x renewable term

Responsibilities

- The Membership Committee chair oversees the functioning of the Membership Committee. Besides the Membership Committee Chair, the Membership Committee includes members of the Executive Committee (Board Chair, President, President-Elect, Treasurer, Executive Director), ADFM Secretary, and osteopathic department representative, an administrator representative, and ADFM staff. This includes:
 - Assisting staff with maintaining dues-paying members and Associate members (reviewing outstanding dues, planning for outreach)
 - Reviewing applications for Departmental membership in ADFM
 - Reviewing nominations (as needed) for Associate Members
 - Assisting staff with outreach for membership in ADFM among non-member departments
- Serve on the Board of Directors, including attending 3+ virtual meetings of the Board throughout the year and 3 in-person meetings (two related to the Annual Conference in February and one in the fall, usually in conjunction with the AAMC meeting).

Length of Commitment

The length of service to ADFM is two years, renewable for another term depending on the interest of the individual and needs of the Board of Directors.

Eligibility

- Chair of an ADFM member Department
- Demonstrated leadership potential or interest in ADFM
- Interest in seeing ADFM grow appropriately

The ADFM Board of Directors and Nominations Committee are interested in having a diversity of voices in the leadership of the organization.

Appointment Process

Eligible candidates are vetted by the Nominations Committee. Appointment is by Board approval.

7.23.26 last updated