



# Call for Candidates for AMA Nomination for the American Board of Psychiatry and Neurology

The AMA is soliciting AMA member candidates for nomination by the AMA Board of Trustees for a **Psychiatry Director** position on the **American Board of Psychiatry and Neurology, Inc.** (ABPN).

The ABPN is requesting nominees who are **psychiatrists** for this opportunity.

## TERM

The term of this position is 4 years (renewable once), beginning January 1, 2026.

## TIME REQUIREMENT and RESPONSIBILITIES

Review attached ABPN's ***Informational Materials for Potential ABPN Director Nominees*** for details.

ABPN Directors must be able to devote sufficient time to the work of the ABPN.

ABPN directors are expected to prioritize their time and effort to allow full attendance and attendance and participation at ABPN policy (board) meetings and other key ABPN activities.

ABPN Directors spend approximately 30 days per year away from home for ABPN duties. Approximately 10 days per year of ABPN duties may be done remotely (i.e., from home).

New incoming directors are strongly encouraged to come to the ABPN office **October 3-5, 2025**, for a new director orientation meeting followed by observation of the fall policy (board) meeting.

Functions of ABPN Directors include:

- Develop and adopt Board policies.
- Ensure organizational performance.
- Provide pertinent leadership to the fields of psychiatry and neurology.
- Administer the nomination and election processes of the ABPN Board.
- Ensure effective governance.
- Clarify Board committee and President and CEO roles and responsibilities.

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- Select, support, and review the President and CEO and approve the annual evaluation of the President and CEO.
- Conduct effective Board meetings.
- Adopt fiscal and risk management policies.
- Enhance the public image of the ABPN.

## CRITERIA FOR AMA NOMINATION TO ABPN

### ABPN Requirements for this Opportunity

1. Typically, successful candidates will have prior experience with ABPN service, e.g., committee membership.
2. Nominees must have an unrestricted license to practice medicine in a U.S. state or territory.
3. Nominees must have active board certification in psychiatry by the ABPN, including participation in Continuing Certification. Director candidates who have lifetime certification and are not currently participating in Continuing Certification are permitted to apply if they commit to participating in Continuing Certification throughout their service as a director.
4. Nominees must have never allowed their time-limited certification to lapse.
5. Nominees must be willing to commit required time.
6. Nominees must be able to serve as a collegial, contributing member of a team of Directors.
7. Nominees must be willing to endorse the ABPN strategic planning process.
8. Nominees must be willing to complete assigned ABPN tasks and respond to ABPN communications in a prompt and diligent manner.
9. Nominees must be able to lead committees of peers.
10. Nominees must be able to represent the ABPN to the public and professional organizations in a positive manner.

Excellence in each of the following categories may be demonstrated by, but is not limited to, the following examples. It is not expected that any individual candidate will have experience in every domain noted here.

#### Education/training experience

- Educational assessments
- Educational leadership and administration
- GME training programs
- RRC and/or ACGME
- CME / Continuing Professional Development / faculty development

#### Leadership experience

- GME program director
- Division chief / director

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- Department chair
- Dean's Office roles
- Dean or other equivalent senior institutional leader
- Leadership of professional organizations, including at national / international levels
- Awards, honors, and other recognitions, including at national / international levels
- Demonstrated commitment to, and accomplishments in, fostering diversity, equity, and inclusion

#### Planning and Policy experience

- Strategic planning
- Policy development
- Fiscal and fiduciary oversight

#### ABPN Experience

- Service on examination committees
- Past service on oral examination teams
- Service in other roles, e.g., "CC Ambassador," participation in ABPN Crucial Issues
- Forums, recipient of ABPN education innovation or research awards

#### Demonstrated Professional Attributes

- • Unfailing reliability, responsiveness, and follow-through
- • Utmost integrity and adherence to ethical standards of professionalism
- • Highly collaborative
- • Role model for respectful interactions and creating/sustaining an inclusive culture and climate

In addition to the above individual candidate characteristics, the ABPN selection process will consider multiple elements of diversity:

- Balance the range of qualifications and experiences, as above and other (e.g., research experience)
- Balance of subspecialty expertise on the board
- Balance of geographic distribution
- Balance of sociodemographic characteristics and other lived experiences that foster the work of the ABPN

#### **AMA Requirements**

Each nominee recommended by the AMA must be a member of the AMA at the time of nomination. If appointed, he/she must maintain AMA member status throughout the term of appointment. AMA membership does not guarantee a position. Non-members may activate

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their membership online at <https://member.ama-assn.org/join-renew/> or call AMA Member Relations at 800.262.3211.

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## TO APPLY FOR NOMINATION

To apply for nomination, complete and email the following documents to [mary.grandau@ama-assn.org](mailto:mary.grandau@ama-assn.org) by **Thursday, February 20, 2025**.

1. Completed electronic **Application for AMA Nomination for External Leadership Position - ABPN** (MS Word document preferred). This document is included on the AMA [Medical Education Leadership Opportunities](#) Web page.
2. Current **abbreviated curriculum vitae** [not to exceed three (3) pages].
3. Current **full curriculum vitae**.
4. *Optional*: Up to two letters of recommendation, addressed to the AMA.

Note: If nominated, letters of recommendation may be included as part of the nominee materials sent to the requesting organization.

5. NOTE: If selected, the candidate will prepare and provide a cover letter, addressed to the ABPN and submitted to the AMA. The letter should briefly describe the candidate's most relevant qualifications and experiences for the position, including accomplishments related to fostering diversity, equity, and inclusion in current or prior roles.

Please direct questions to:

Mary Grandau  
Program Specialist II  
AMA Council on Medical Education  
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[mary.grandau@ama-assn.org](mailto:mary.grandau@ama-assn.org)

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