



Call for Candidates for AMA Nomination for the ACGME Review Committee for Allergy and Immunology

The AMA is soliciting AMA member candidates for nomination by the AMA Board of Trustees for the **Accreditation Council for Graduate Medical Education Review Committee for Allergy and Immunology** (ACGME RC-AI).

TERM

The term of the position is 6 years, from July 1, 2022, through June 30, 2028.

TIME REQUIREMENT

Nominees must be able to devote sufficient time to the Committee's work and attend all Review Committee meetings. The Review Committee for Allergy and Immunology typically meets twice per year. The duration of meetings is typically 1.5 days. Nominees will need sufficient time to fulfill the responsibilities to the Committee. This will include participation in: 1) new program reviews and other non-accreditation reviews; 2) annual data review for all accredited programs; 3) subcommittee work (as assigned); 4) prep time for each Review Committee meeting to review agenda items (and related documents); and 5) actual travel/ attendance to each Review Committee meeting.

Prior to the start date, new members are expected to observe one Review Committee meeting and participate in New Member Orientation. The anticipated timing for meetings follows:

Review Committee meeting to observe – March 2022

Two Review Committee meetings per year – January and March

CRITERIA FOR AMA NOMINATION TO ACGME RC-AI ACGME RC-AI Requirements for this Opportunity

1. Nominees must be board certified in Allergy and Immunology by the American Board of Allergy and Immunology (ABAI) with a background in education and expertise in graduate medical education.

2. Although a Review Committee can have up to two members from the same state, they cannot be from the same institution or city/metropolitan area. Accordingly, individuals should not be nominated from the following institutions and areas:
 - University of Alabama at Birmingham/Children's of Alabama – Birmingham, AL
 - State of Georgia (two current members from that state)
 - U.S. Food and Drug Administration – Silver Spring, MD
 - Children's Mercy Hospital – Kansas City, MO
 - San Antonio Uniformed Services Health Education Consortium – Lackland AFB, TX
3. Nominees must be skilled in the use of computers. Review Committee members must use electronic systems for reimbursement of expenses and many accreditation activities, including program reviews.
4. Nominees must be able to devote sufficient time to the Committee's work and attend all Review Committee meetings. The Review Committee for Allergy and Immunology typically meets twice per year. The duration of meetings is typically 1.5 days.
5. Nominees will need sufficient time to fulfill the responsibilities to the Committee. This will include participation in: 1) new program reviews and other non-accreditation reviews; 2) annual data review for all accredited programs; 3) subcommittee work (as assigned); 4) prep time for each Review Committee meeting to review agenda items (and related documents); and 5) actual travel/attendance to each Review Committee meeting.
6. Nominees should have at least 5 years of experience in Allergy and Immunology as a program director with no more than 5 years since serving in that capacity.
7. Nominees must participate in major specialty societies or have current or past association with graduate medical education.
8. Nominees' programs must have a status of Continued Accreditation.
9. Additional characteristics that are desired: ability to express views clearly and concisely; demonstrate ability to work collaboratively; and fairness.

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

TO APPLY FOR NOMINATION

To apply for nomination, complete and email the following documents to mary.grandau@ama-assn.org by **Wednesday, June 30, 2021**.

1. Completed electronic **Application for AMA Nomination for External Leadership Position – ACGME RC-AI** (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.

Please direct questions to:

Mary Grandau
Program Administrator
AMA Council on Medical Education
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mary.grandau@ama-assn.org

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