## Position Description: National Chair of the Committee on Wellness and Student Life

**Roles, Responsibilities, and Objectives**

National committee and team chairs' roles encompass 3 key domains:

1. Voting members of the Executive Board of the Action Committees & Teams

- Chairs employ and develop skills in long-term planning, resource allocation, framing and messaging.
- Chairs set the agenda for the mission-driven work of the Association through development of an annual work plan and revision of a strategic 3-year plan designed to provide continuous work on critical issues to the Association within our capacity to do so.
- Chairs are engaged in improving AMSA's practices and structure with regard to the programming arm.

2. Investment in coordinators and projects

- Chairs actively advise and support their coordinators, facilitate meetings, and mediate conflict. Chairs foster professional and personal growth in their coordinators through advising, giving periodic and effective feedback, and recognizing and developing strengths in these leaders.
- Chairs advise in the design needs assessments and performance metrics, preparation of key documents, and the design of deliverable goals and teach these skills to their coordinators for effective project planning and execution.

3. Content expertise

- Chairs lend their knowledge around the area of content their committee or team covers. They further develop this expertise during their tenure through research and careful planning of AMSA's comprehensive work plan around these specific issues. They also liaise with relevant partner groups.
- The Wellness & Student Life Chair specifically would benefit from having content expertise in mentorship, educational support, and an interest in health and wellness issues.
- Chairs employ and develop consulting skills as AMSA's point-persons for their respective issues.
- Chairs participate in the annual review and revision of AMSA's Principles--statements of AMSA's beliefs about key issues relevant to AMSA's values and priorities.

**Expectations & Accountability**

1. The term of Action Committee or Team Chair is one year beginning on April 1 and ending March 31 of the following year, with a transition period from the close of National Convention in March through the beginning of the term in April.
2. This chair is responsible for the direct oversight and advisement of coordinators.
3. Committee and Team Chairs are accountable to their peers on the Executive Board of the Action Committees & Teams and to the their coordinators. They are directly overseen and supported by the VP for Leadership Development and the VP for Program Development.
4. All leaders shall uphold the expectations and standards of conduct outlined in the National Leadership Handbook. Involvement in AMSA is a serious commitment, and should a leader be unable to fulfill the duties as outlined in this position description and the National Leadership Handbook, s/he may be asked to resign or be dismissed from her/his position.
5. Deadlines will be provided with sufficient lead time for successful completion. It is expected that deadlines be met and extensions requested prior to lapse of a deadline in order to continue participating in AMSA.
6. Travel (transportation to and from the meeting), hotel, and food are provided at required meetings.
7. Leaders can expect sufficient training and support to complete all duties and tasks asked of them. AMSA is a

collaborative environment, and ideas and feedback are always encouraged and considered.

**Purpose of the Committee on Wellness & Student Life**

We strive to improve the physician-in-training experience by (1) promoting affordability and access to medical education, (2) fostering a supportive educational environment and advancing student wellness in order to help trainees flourish, (3) determining and helping to address unmet medical and premedical student needs . Student support and wellness is particularly affected by the availability of safe and adequate learning environments, the availability of mental health treatment and counseling as well as the accessibility of appropriate academic and career tools.

**Goals of the Chair of the Committee on Wellness & Student Life**

- Student Debt. Advocate for affordability of medical education and reducing student debt through legislative action and education, as evidenced by legislative changes, favorable debt repayment plans for residents, and increased transparency in tuition costs.
- Student Support (wellness/learning environment/mental health). Provide nationwide resources (online and otherwise) related to Student Wellness that will allow all physicians-in-training access to information for their personal development. These may be in the form of run/walks, speakers, how-to guides and motivational materials, or other such programming.
- Provide creative outlets where physicians-in-training can express and reflect on their activities during community service and/or working on the wards for personal growth and development.
- Determining medical and premedical student needs and values: Develop and implement research into medical student values and educational gaps relating to well-being and quality care.
- Increase AMSA's and WSL's visibility, as evidenced by greater collaboration with other organizations, increased grass-roots efforts (InEx, listserv volume, local project grants), and increased competitiveness for committee positions.
- Serve as a direct liaison between the Wellness Institute, Student Debt Forum or Symposium and ACT exec.

**Required Meetings for the 2013-2014 Leadership Year:**

- **Monthly webinars of the Executive Board of the Action Committees and Teams (mandatory)**
- **Monthly Wellness and Student Life Committee webinars (self-scheduled, mandatory)**
- **Transition Breakfast & Orientation, National Convention, Washington, DC, Sunday, March 17, 2013 (mandatory)**
- **Building on Foundations (All-Leadership Meeting), Sterling, VA, May 2-5, 2013(mandatory)**
- CORE Leadership Forums (Chapter Officer Training), Locations TBA, Summer 2013(optional)
- Fall Conferences, Locations TBA, Fall 2013 (optional)
- **National Convention, New Orleans, LA, March 2014 (mandatory)**