



AADPRT Nominating Committee Process 2023-2024

For the 2023-24 nominating period, the Nominating Committee has maintained their current structure as in 2022-23. The Past-president chairs the five-member committee consistent with our bylaws. As we started in 2022-23 to introduce more transparency and equity into the current Nominating Committee's process, the Past President asked the Justice Equity Diversity Inclusion (J.E.D.I.) and the International Medical Graduate (IMG) Committees to each select one member (who may or may not be from the Executive Council) to serve on the Nominating Committee. To create more continuity in deliberations, one member of the Nominating Committee from 2022-23 was asked to serve again on this year's committee as a non-voting member, to advise the committee. This member was based on availability initially and then on engagement with the process last year based on discussions between the Past Chair and current Chair of the committee. The final Nominating Committee members were selected by lottery based on self-nomination from the membership-at-large. At least one member of the Nominating Committee (in addition to the Chair of the committee) must be a member of the Executive Council.

The Committee met monthly during the summer and fall to review Nominating Committee processes. To reduce bias, we developed a rubric to be used in the Committee's evaluation of nominees. We also updated our solicitation requests. The Nominating Committee will meet weekly for one hour between the second full week of January through to the annual meeting to interview and assess nominees. This meeting is provisionally scheduled for Tuesdays at 5:15 pm-6:15 pm Eastern.

Process

The Nominating Committee:

1. Regularly reports on the processes and proposed changes to the Executive Council and Organizational Equity Committee in the spirit of transparency.
2. Maintains the practice of closing nominations Monday, January 8th so the committee has more opportunities to meet and have iterative discussions.
3. Holds interviews with applicants which may begin before the nomination deadline closes.
4. Includes a list of all EC members of the last five (5) years when the call for nominations email is released to membership (with the exception of those persons who requested their name be withdrawn November, 2023).
5. Requests a CV and one-page Personal Statement from each nominee. The Personal Statement should include why the nominee wants to help lead AADPRT, a description of their involvement in AADPRT and any relevant leadership experiences outside of AADPRT, and their short and long-term career goals.
6. Holds 30-minute, recorded interviews via Zoom with each nominee who wishes to be considered (recordings shared with all NC members). Each interview will include at least three (3) committee members.



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7. Uses five interview questions:
 - a. Why do you want to be the Program Chair-elect and in AADPRT leadership?
 - b. What have you contributed to or gained from your involvement in AADPRT?
 - c. Of all your leadership experiences in or out of AADPRT, what are you most proud of and why?
 - d. How are you going to manage the workload with your current day position?
 - e. How do you bring diversity to the leadership?
8. Evaluates the nominee based on seven (7) domains:
 - a. Personal Vision
 - b. AADPRT Experience
 - c. Leadership Capacity
 - d. Feasibility (sufficient time to commit to roles)
 - e. Diversity
 - f. Social & Communication Skills
 - g. Personal Statement
9. The Chair of the Nominating Committee (Past President) will inform the Executive Council of the selected Program Chair-elect at the Saturday morning Executive Council meeting at the Annual Meeting. The new Program Chair-elect will be announced Saturday morning during the Closing Session of the Annual Meeting.