

ILLINOIS ACADEMY OF FAMILY PHYSICIANS

POSITION TITLE: Board member, new physician, resident and student

BASIC FUNCTION: Attends all meetings of the Board, prepares assignments, and works toward the fulfillment of the Board of Directors' objectives.

DUTIES:

1. Attends all meetings of the Board of Directors.
2. Carries out individual assignments as assigned by the chair of the Board.
3. Reviews all relevant material prior to the meetings, and comes prepared to make contributions and voice objective opinions on Academy issues.
4. Helps to identify other volunteer leaders within the Academy.
5. Promotes active participation in the Academy on the part of the membership.
6. Represents the Academy at official functions when requested to do so by the president or board chair.
7. At every opportunity, addresses groups or individuals on the contribution of the specialty and of individual family physicians to the medical profession.
8. Serves as an officer or on a committee.
9. Participates in a periodic review of organizational performance and effectiveness, including an annual review of the executive vice president's performance