

## **GWIMS Steering Committee Member at-Large**

The Group on Women in Medicine and Science (GWIMS) advances the full participation and inclusion of women within academic medicine and biomedical research by supporting gender equity in recruitment and retention, compensation, awards and recognition, academic and organizational leadership, and institutional culture.

New steering committee members **will serve a three-year term beginning in November 2024** at Learn Serve Lead 2024: The AAMC Annual Meeting.

### **GWIMS Steering Committee Member Expectations:**

- Attend Learn Serve Lead (LSL): The AAMC Annual Meeting every November during term of service. LSL takes place at different locations across the US and lasts for 3-4 days. Participate in and promote conference sessions relevant to the GWIMS membership.
- Attend a two-day annual Steering Committee meeting in Washington, D.C. (cost covered by AAMC). This two-day meeting is typically held in July of each year.
- Participate in monthly conference calls to discuss the work and direction of GWIMS. The committee currently meets for one hour on the second Friday of each month at 10 am ET. All members should adjust their schedules accordingly to attend each meeting.
- Participate actively in one or more of the following GWIMS Steering Committee working groups:
  - Advocacy and Activism
  - Membership
  - Resource Development/GWIMS Toolkits
  - Women of Color
- Participate in GWIMS Steering Committee initiatives throughout the year outside of monthly conference calls (e.g., ad hoc working group meetings, GWIMS webinars, etc.).
- Respond to emails and requests for information in a timely fashion.
- Promote GWIMS Steering Committee efforts within and beyond the GWIMS community.

### **Submission Requirements:**

- Nominee contact information and a recent color photograph of the nominee.
- Nominee bio (no more than 300 words) and full or abridged CV. (If abridged, please specify).
- Summarize the reason you would like to become a Member at-Large of the GWIMS Steering Committee.
- Describe any roles or responsibilities at your institution that are relevant to women's diversity, equity, and inclusion efforts.

- List current or past projects and advocacy related to women in medicine and science and describe any you aim to continue/expand as a member of the GWIMS Steering Committee.
- List current and prior local, regional, and national-level committee work related to women in medicine and science (e.g., GWIMS, AWIS, GEMS, Academic Women Faculty Organizations, etc.).
- Include an endorsement letter from an institutional leader who can attest to your experience with issues related to women in medicine and science.

### **What's Next?**

After the June 14<sup>th</sup> submission deadline, the Nomination Subcommittee will review all applications and select a voting slate of candidates. No more than two candidates will appear per open Steering Committee position (e.g., 8 nominees for 4 available positions). GWIMS members will be asked to vote on the slate in early August.

GWIMS staff will notify candidates regarding their placement on the ballot before voting begins and will be sent election decisions after the ballot closes.