AAMC Faculty and Staff Vitality Conference

Call for Proposals

Open: August 31, 2026
Close: October 9, 2026

AAMC Faculty and Staff Vitality Conference

July 21-23, 2027
Salt Lake City, Utah

Thriving Together: Partnership, Purpose, and Excellence

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Overview

The Faculty and Staff Vitality Group is a national community that supports medical school faculty and staff by helping them connect with peers, exchange practical solutions, develop professionally, and bring useful ideas back to their institutions. Through its six Communities of Practice, the group advances faculty and professional staff development, engagement, excellence, and well-being across medical schools. These communities—***Faculty Affairs and Faculty Development; Professional Staff; Community, Engagement, and Collaboration; Workforce Impact in Medicine and Science; Human Resources; and Resilience and Well-Being***—serve as collaborative forums for sharing best practices, fostering innovation, and strengthening the academic medicine workforce.

Building on this shared commitment to faculty and staff vitality, the AAMC Faculty and Staff Vitality Group invites proposals for the 2027 Faculty and Staff Vitality Conference, taking place July 21–23, 2027, at the Hyatt Regency Salt Lake City in Salt Lake City, Utah. Proposals must be submitted online by 11:59 PM PT on October 9, 2026. *Late submissions will not be accepted*. Before beginning a proposal, submitters are encouraged to review this guide carefully for submission requirements, format descriptions, review criteria, and tips for developing a strong proposal.

This conference will spotlight scholarship, promising practices, innovative programs, and institutional strategies that advance faculty and staff vitality across academic medicine. It will provide a shared space to exchange ideas, build connections, and strengthen the professional experiences of faculty, professional staff, and the offices that support them. Attendees will include professionals who support faculty and staff through faculty affairs and faculty development, resilience and well-being, human resources, community engagement and collaboration, workforce impact in medicine and science initiatives, and professional staff leadership and development.

Your expertise, creativity, and perspective will help shape a dynamic conference experience. Submitters may choose from the following proposal formats:

1. Workshops
2. Podium Presentations
3. Posters

Submission Types – Choosing the Right Session Format

The 2027 Faculty and Staff Vitality Conference Call for Proposals includes three submission types: **Workshops**, **Podium Presentations**, and **Poster Presentations**. Select the format that best fits the goals of your work, the experience you want to create for attendees, and the audience you hope to reach.

1. Workshops

Session Format: 60-minute interactive workshop focused on developing practical skills, behaviors, or competencies.

Workshops offer in-depth, practical instruction to strengthen capabilities essential to faculty and staff success in academic medicine. These sessions should actively engage participants through discussion, reflection, problem-solving, practice, and application.

Suggested Session Time Allocation:

- **30% | Content Delivery & Instruction:** Presentation of key concepts, frameworks, evidence, lessons learned, or demonstrations that provide the foundation for learning and discussion.
- **50% | Interactive Application & Participant Engagement:** Hands-on activities, case studies, small-group discussions, problem-solving exercises, and opportunities for participants to apply concepts to their own work.
- **20% | Large-Group Discussion & Reflection:** Facilitated discussion, participant questions, reflection, synthesis of key takeaways, and identification of next steps.

The Program Planning Committee is looking for proposals that:

- Focus on developing a specific skill, behavior, or competency relevant to academic medicine.
- Engage participants through multiple instructional methods, including discussion, reflection, exercises, case studies, or hands-on practice.
- Demonstrate expertise and practical relevance.
- Provide tools, frameworks, or resources participants can immediately apply within their own institutional settings.

2. Podium Presentations

Session Format: 60-minute session featuring four (4) oral presentations.

Podium Presentations are designed for sharing innovative programs, institutional initiatives, research, promising practices, policies, operational improvements, or lessons learned that advance faculty and staff vitality in academic medicine.

Accepted podium presentations will be organized into themed sessions, with four presentations per session. Each presenter will have 10 minutes to present, followed by a 20-minute moderated discussion after all presentations. An assigned moderator will facilitate discussion and manage time.

The Program Planning Committee is looking for proposals that:

- Describe a program, initiative, strategy, research study, quality improvement effort, or institutional practice.
- Clearly identify the challenge, opportunity, or need to be addressed.
- Present evaluation findings, outcomes, lessons learned, or institutional impact, as appropriate.
- Demonstrate relevance and applicability to colleagues across academic medicine.
- Offer practical insights or approaches that others may adapt within their own organizations.

3. Poster Presentations

Session Format: Poster reception and brief oral presentation.

Poster Presentations highlight innovative, emerging, or evidence-informed programs, policies, interventions, research, quality improvement initiatives, or promising practices that advance faculty and staff vitality in academic medicine.

Accepted posters will be grouped by topic and displayed during the conference. Poster presenters are required to:

- Prepare a PowerPoint 'teaser'of their poster.
- Deliver a **five-minute oral presentation** during an assigned poster spotlight session before the Poster Reception, highlighting the purpose, methods or approach, key findings or outcomes, and implications of the work.
- Submit a PDF version of their poster for inclusion on the AAMC conference website and mobile app, as applicable.

A panel of reviewers representing the Faculty and Staff Vitality Communities of Practice will evaluate poster presentations using the following criteria:

- Significance
- Innovation
- Scientific rigor or strength of approach
- Impact and implications for the field
- Evidence of collaboration
- Presentation quality

Awards will be presented to outstanding poster presentations on **Friday, July 23, 2027.**

Planning and Designing

Strong proposals turn promising ideas into clear, engaging conference experiences. As you prepare your submission, focus on how attendees will participate, what they will take away, and how they may apply the learning in their own settings.

1. Design interactive sessions that invite active participation and support meaningful exchange.
2. Use formats such as hands-on workshops, demonstrations, simulations, small-group discussions, or interactive panels rather than lecture-only presentations.
3. Incorporate activities such as case studies, reflection prompts, problem-solving exercises, and facilitated discussions to engage participants throughout the session.
4. Provide practical strategies, tools, frameworks, and examples that participants can adapt to their own roles, offices, and institutions.
5. Balance interactive components with substantive content to ensure participants leave with new evidence-based tools, concepts, and actionable insights.
6. Share supporting resources that reinforce learning and help participants apply key takeaways in their work.

Note: Presenters are responsible for uploading electronic materials to the conference website or mobile app and for printing and distributing any physical materials used during the session.

Explore AAMC speaker resources, including videos, guides, tips, and tools, to help plan and deliver an

effective conference session. Review these planning and designing resources before beginning your submission.

Submission Deadline: October 9, 2026, 11:59 PM PT
Notification Date: November 2026

Suggested Topics of Interest

The Faculty and Staff Vitality Program Planning Committee has identified topics of interest related to the conference theme: ***Thriving Together: Partnership, Purpose, and Excellence.***

The topics below are only possible suggestions that reflect the breadth of faculty and staff vitality and the six Faculty and Staff Vitality Communities of Practice. This list is illustrative, not exhaustive. Submitters should select the Community of Practice that best aligns with their proposal. Proposals that address challenges or opportunities across multiple Communities of Practice are highly encouraged.

Faculty Affairs and Faculty Development (FAFD)

- Faculty and professional staff career pathways across all career stages
- Appointments, evaluation, promotion, tenure, and post-tenure review
- Promotion readiness, academic track redesign, and faculty portfolio development
- Faculty CV review, documentation, and promotion metrics
- Teaching excellence and educational leadership
- Faculty onboarding and transition programs
- Mentoring, sponsorship, coaching, and peer development
- Leadership development and succession planning
- Faculty development program design, assessment, scholarship, and demonstrating impact
- Recognition, workload, and valuing scholarship, leadership, and service
- Artificial intelligence, generative AI, and emerging technologies that support teaching, faculty development, scholarship, and academic administration

Workforce Impact in Medicine and Science (WIMS)

- Recruitment, promotion, retention, compensation, and leadership advancement
- Workplace experiences across diverse populations, including women and women of color in medicine and science
- Sexual and gender harassment, Title IX, regulatory issues, and institutional accountability
- Caregiving, reproductive health, lactation policies, and career-life integration
- Addressing invisible work, non-promotable tasks, service burden, and workload distribution
- Workforce trends affecting women and the academic medicine workforce
- Advocacy, coalition-building, and institutional change
- Evolution of offices, titles, and organizational structures supporting women and gender-related initiatives
- Innovative organizational practices, technology, and data that improve workforce policies, advancement, and institutional accountability

Community, Engagement, and Collaboration (CEC)

- Building collaboration across departments, disciplines, and institutions
- Faculty and staff engagement strategies
- Community-building and stakeholder engagement
- Institutional partnerships and shared accountability
- Faculty experience surveys, engagement analytics, and climate assessment
- Communication strategies that strengthen trust and engagement
- Shared governance and feedback mechanisms
- Change management during restructuring and organizational transformation
- Civil discourse, organizational culture, and healthy workplaces
- Innovative models, digital tools, and technologies that strengthen collaboration, engagement, and community-building

Professional Staff (PS)

- Professional staff career pathways and advancement
- Leadership development for professional staff
- Professional identity and role clarity
- Mentoring, sponsorship, and peer networks
- Professional staff scholarship and program evaluation
- Organizational influence, communication, and political savvy
- Staff engagement, retention, and sustainable careers
- Recognition and visibility of professional staff contributions
- Technology, process improvement, and innovative approaches that enhance professional staff effectiveness and career development

Human Resources (HR) and Workforce Strategy

- Recruitment, onboarding, retention, and workforce planning
- Talent management and succession planning
- Search committee practices and recruitment innovations
- Performance evaluation and professional growth
- Organizational development and change management
- Compensation, pay transparency, recognition, and total rewards
- Workforce analytics, dashboards, and data-informed decision-making
- Flexible work, accommodations, leave, caregiving, and workplace policies
- Bullying, hostile workplaces, harassment, remediation, and psychological safety
- HR partnerships with faculty affairs, institutional leaders, and well-being teams
- Faculty affairs operational excellence, workflow redesign, and shared service models
- Artificial intelligence, automation, business intelligence, and technology-enabled approaches to workforce strategy and human resources

Resilience and Well-Being (RW)

- Organizational approaches to burnout prevention and well-being
- Professional fulfillment and sustainable careers

- Workplace climate and psychological safety
- Work-life integration across career stages
- Recognition, workload, and staffing practices that influence well-being
- Supporting clinician educators, clinician scientists, faculty, and professional staff
- Resilience, peer support, restoration, and recovery
- Measuring well-being and translating findings into institutional action
- Leadership accountability for healthy workplace cultures
- Innovative programs, technologies, and data-driven strategies that promote well-being, resilience, and sustainable workplaces

Cross-Cutting Topics

Proposals may address topics beyond those listed above. The Program Planning Committee welcomes emerging issues, innovative practices, original research, works in progress, and collaborative approaches that advance faculty and professional staff development, leadership, engagement, organizational effectiveness, workforce excellence, resilience, well-being, and community-building across academic medicine.

Required Submission Materials – What You'll Need to Prepare

Required Submission Materials: This section outlines the required proposal components, supporting materials, and information needed to complete your submission based on the submission type you select. We encourage you to review the applicable requirements in advance to ensure you are prepared for each step of the process and can submit a complete proposal for review.

1. Workshops

- Abstract Title (100 characters)
- Speakers and Presenters (6 max, including the primary presenter)
    - First Name
    - Last Name
    - Email Address
    - Professional Title(s)
    - Institution
    - Degree(s)
    - Area of Expertise: Share your primary areas of specialization, professional focus, or interest. This optional information may help the Planning Committee identify future speaking opportunities.
    - Presentation Role
    - Have you presented this session at other conferences within the last 2 years?
- Intended/Target Audience (Select all that apply):
    - Faculty Affairs and Faculty Development
    - Professional Staff
    - Community, Engagement, and Collaboration
    - Workforce Impact in Medicine and Science
    - Human Resources
    - Resilience and Well-Being
- Conference Topic (select all that apply)

- Description (500 characters max): Provide a short description of your submission. If accepted, this description will appear in the final meeting program.
- Abstract (2,000 characters max)
    - **Background and Relevance** – What issue, opportunity, challenge, or emerging need does your proposal address, and why is it important to faculty and/or staff in academic medicine?
    - **Goals and Purpose** – What specific goals, objectives, or outcomes do you hope your work, initiative, program, research, or session will achieve?
    - **Approach and Innovation** – What approach, strategy, methods, intervention, program design, or session format will you use, and what makes it effective, innovative, or promising?
    - **Outcomes and Lessons Learned** – What findings, outcomes, lessons learned, evaluation results, or anticipated impacts show the value or effectiveness of this work?
    - **Impact and Application** – How can attendees apply, adapt, or benefit from the ideas, tools, strategies, frameworks, or lessons presented in their own institutions, departments, offices, or roles?
    - **Collaboration and Inclusion** – What partnerships, stakeholder engagement, inclusive practices, or community-building efforts shaped the work, and how did they strengthen the outcome?
- Learning Objectives: List three learning objectives that begin with the phrase, "After participating in this session, attendees should be able to…"
- Content Delivery: Please describe how you will engage the audience.

2. Podium Presentations

- Abstract Title (100 characters max)
- Speakers and Presenters (3 max, including the primary presenter)
    - First Name
    - Last Name
    - Email Address
    - Professional Title(s)
    - Institution
    - Degree(s)
    - Area of Expertise: Share your primary areas of specialization, professional focus, or interest. This optional information may help the Planning Committee identify future speaking opportunities.
    - Presentation Role
    - Have you presented this session at other conferences within the last 2 years?
- Intended/Target Audience (select all that apply):
    - Faculty Affairs and Faculty Development
    - Professional Staff
    - Community, Engagement, and Collaboration
    - Workforce Impact in Medicine and Science
    - Human Resources
    - Resilience and Well-Being
- Conference Topic (select all that apply)
- Description (500 characters max): Provide a short description of your submission. If accepted, this description will appear in the final meeting program.
- Abstract (2,000 characters max)
    - **Background and Relevance** – What issue, opportunity, challenge, or emerging need does your proposal address, and why is it important to faculty and/or staff in academic medicine?

- **Goals and Purpose** – What specific goals, objectives, or outcomes do you hope your work, initiative, program, research, or session will achieve?
- **Approach and Innovation** – What approach, strategy, methods, intervention, or program design did you use, and what made it effective, innovative, or promising?
- **Outcomes and Lessons Learned** – What findings, outcomes, lessons learned, evaluation results, or anticipated impacts show the value or effectiveness of this work?
- **Impact and Application** – How can attendees apply, adapt, or benefit from the ideas, tools, strategies, frameworks, or lessons presented in their own institutions, departments, offices, or roles?
- **Collaboration and Inclusion** – What partnerships, stakeholder engagement, inclusive practices, or community-building efforts shaped the work, and how did they strengthen the outcome?

- Learning Objectives: List three learning objectives that begin with the phrase, "After participating in this session, attendees should be able to…"

3. Poster Presentations

- Poster Title (100 characters max)
- Authors and Presenters (10 max, including the primary presenter)
  - First Name
  - Last Name
  - Email Address
  - Professional Title(s)
  - Institution
  - Degree
  - Area of Expertise: Share your primary areas of specialization, professional focus, or interest. This optional information may help the Planning Committee identify future speaking opportunities.
  - Presentation Role
  - Have you presented this poster at other conferences within the last 2 years?
- Intended/Target Audience (select all that apply):
  - Faculty Affairs and Faculty Development
  - Professional Staff
  - Community, Engagement, and Collaboration
  - Workforce Impact in Medicine and Science
  - Human Resources
  - Resilience and Well-Being
- Conference Topic
- Description (500 characters max): Provide a short description of your submission. If accepted, this description will appear in the final meeting program.
- Abstract (2,000 characters max)
  - **Background and Relevance** – What issue, opportunity, challenge, or emerging need does your proposal address, and why is it important to faculty and/or staff in academic medicine?
  - **Goals and Purpose** – What specific goals, objectives, or outcomes do you hope your work, initiative, program, research, or session will achieve?
  - **Approach and Innovation** – What approach, strategy, methods, intervention, or program design did you use, and what made it effective, innovative, or promising?
  - **Outcomes and Lessons Learned** – What findings, outcomes, lessons learned, evaluation results, or anticipated impacts show the value or effectiveness of this work?

- **Impact and Application** – How can attendees apply, adapt, or benefit from the ideas, tools, strategies, frameworks, or lessons presented in their own institutions, departments, offices, or roles?
- **Collaboration and Inclusion** – What partnerships, stakeholder engagement, inclusive practices, or community-building efforts shaped the work, and how did they strengthen the outcome?

Review Criteria

All proposals will be evaluated on the following elements. Submission considerations for each element are outlined below.

1. **Relevance to Faculty and/or Staff Vitality:** The proposal aligns with the conference theme and addresses topics relevant to faculty and/or staff in academic medicine.

Submitters should consider:

- Is the topic relevant and connected to the faculty and/or staff vitality (FSV) community?

2. **Significance and Need:** The proposal identifies an important issue, opportunity, challenge, or gap and explains why it matters to faculty, staff, institutions, or academic medicine.

Submitters should consider:

- Is the need, problem, or opportunity clear and timely?
- Is the topic meaningful to the intended audience or broader academic medicine community?

3. **Approach and Design:** The proposal presents a clear, appropriate approach, design, method, strategy, intervention, or session plan for the selected format.

Submitters should consider:

- Is the approach clearly described and appropriate for the submission type?
- For workshops, does the session include meaningful participant engagement, practice, and application?
- For podiums and posters, does the proposal clearly describe the program, initiative, research, policy, intervention, or institutional effort?

4. **Evidence, Outcomes, or Lessons Learned:** The proposal includes relevant evidence, outcomes, lessons learned, or a clear plan for assessing success.

Submitters should consider:

- **Poster or Podium Presentations**: Does the proposal include findings, outcomes, evaluation results, impact, lessons learned, or, if the work is still in progress, anticipated outcomes and plans for evaluation?
- **Workshops**: Does the proposal provide evidence supporting the content and clearly describe the knowledge, skills, tools, or practical strategies participants will gain and apply?

5. **Innovation and Contribution to the Field:** The proposal offers a new, adapted, creative, or useful approach that advances faculty and/or staff vitality.

Submitters should consider:

- Does the proposal offer a fresh or useful perspective, model, strategy, tool, or practice?
- Does it build on or contribute to work in faculty and staff development, engagement, well-being, leadership, culture, HR strategy, or organizational effectiveness?

6. **Impact and Transferability:** The proposal describes actual or potential impact and how the work, ideas, tools, or lessons may be useful to others.

Submitters should consider:

- Are the implications and practical value for attendees clear?
- Can the work be adapted or applied in other departments, institutions, offices, roles, or settings?

7. **Collaboration:** The proposal reflects collaboration, inclusive practices, cross-functional partnership, or attention to diverse faculty and staff experiences where applicable.

Submitters should consider:

- Does the work involve relevant partners, stakeholders, or cross-functional collaboration?
- Does the proposal consider inclusion, belonging, access, equity, psychological safety, or shared learning where applicable?

8. **Clarity and Overall Quality:** The proposal is well organized, clearly written, and provides enough information for reviewers to understand the purpose, audience, approach, outcomes, and value of the submission.

Submitters should consider:

- Are the purpose, audience, approach, takeaways, and value easy to understand?
- Does the proposal make a strong case for inclusion in the conference program?

Note: The Committee may consolidate submissions or recommend additional speakers or content changes to strengthen relevance for the audience.

Why Submit – Benefits of Presenting

The inaugural Faculty and Staff Vitality Professional Development Conference offers a unique opportunity to share your work with colleagues across academic medicine. Presenters will exchange ideas, receive feedback, build connections, and contribute to a growing national conversation about how academic medicine can better support the people who advance its mission.

Consent – Read Carefully

If your proposal is accepted, all presenters agree to the following requirements:

1. Register and pay to attend the 2027 Faculty and Staff Vitality Professional Development Conference.
2. Cover all travel and hotel expenses related to conference participation.
3. Present on the assigned day and time. Sessions will be held July 21–23, 2027.
4. Provide a color headshot photo and short biography to be displayed on the conference website and mobile app by the AAMC deadline.
5. Submit final presentation materials by the AAMC deadline for posting on the conference website and mobile app.
6. If presenting a poster, provide the AAMC with a PDF of your poster to be posted to the AAMC conference website and mobile app.
7. Print and distribute your own poster, handouts, and other session materials for the conference, if applicable.