



Make a difference

Help shape the future of your profession.

Join the AAMA volunteer leadership team.

National volunteer leadership positions

Both new and experienced members are welcome!

To serve, you must be a current AAMA member (exceptions apply for the CB). Appointees must maintain membership throughout their term of service. Appointees will be selected from a pool of candidates when openings are available. Task force positions are recommended for preparation for the CB or CEB. Volunteers interact frequently by internet and email.

Board of Trustees

— **Editorial Advisory Committee**

Suggest topics and interviewees, and review articles for *CMA Today*.

— **Leadership Development Strategy Team**

Develop leadership resources to assist aspiring and current leaders on all levels.

— **Membership Development Strategy Team**

Develop ways to recruit and retain members.

— **Marketing Strategy Team**

Develop ways to promote AAMA membership and membership renewal.

— **Social Media Subcommittee**

Develop ways to increase marketing exposure through social media.

Continuing Education

You must hold a CMA (AAMA) credential.

— **Continuing Education Board (CEB)**

Oversee CE articles, conference sessions, and self-study products. (Two-year term.)

— **LEAP (Leaders in Education and Practice) Task Force**

Plan educator activities for conference and topics for e-workshops.

— **Practice Managers Task Force**

Plan manager activities for conference.

— **Task Force for Conference Continuing Education Sessions**

Develop topics for conference educational sessions.

Certification

You must hold a CMA (AAMA) credential.

— **Certifying Board (CB)**

Oversee the CMA (AAMA) Certification/Recertification Exam. Task Force for Test Construction experience preferred. (Two-year term.)

— **Task Force for Test Construction**

Write and review exam items. (Three-year term.)

Talk to a leader!

If you would like to discuss a position with volunteer leaders, email them directly at www.aama-ntl.org under Volunteers/National Volunteer Leaders.

For Volunteer Leadership Position Descriptions, visit the website at www.aama-ntl.org. See Volunteers/Guidelines and Forms.

Only applications that include required documentation will be considered. If you seek reappointment to a position, you *must* reapply. Appointees will be notified following the AAMA Annual Conference.

Required documentation

- ✓ **This form.** Number in order of preference (1 being the highest) the position(s) you seek to fill.
- ✓ **Résumé.** Attach a résumé along with a listing of chapter, state, and national activities.
- ✓ **Statement.** Include a brief assessment of your reasons for requesting the position(s) and your qualifications.

PRINT the information below.

Name and credential(s): _____

Member ID: _____ OR Last four digits of Soc. Sec. no.: _____

Years in the profession: _____

I am seeking a: new appointment.

reappointment to a different position.

reappointment to the same position currently held.

(Note: Résumé not required for same position reappointments.)

I am a medical assisting: practitioner educator other

Preferred mailing address: _____

City/State/ZIP: _____

The above is my: home address work address

Day phone: _____ Evening phone: _____

Email (required): _____

Mail or fax to: Kathy Langley
AAMA
20 N. Wacker Dr., Ste. 1575
Chicago, IL 60606
Fax: 312/899-1259



Deadline: August 1, 2018. Appointments are made at the AAMA Annual Conference.