



APAGS COMMITTEE APPLICATION AGREEMENT

The APAGS Committee serves as an advisory committee composed of nine elected officers. Five appointed subcommittee chairs work closely with the APAGS Committee by participating in the business meetings and discussions of the committee. As an advisory group, the APAGS Committee offers comments on APA policies and procedures, and provides recommendations to APAGS Central Office regarding activities, initiatives, and select areas of the budget.

The nine elected APAGS officers include a Chair, Past-Chair and Chair-Elect, as well as six Members-at-Large representing practice, research/academics, education/training, communications, diversity, and membership recruitment/retention. The APAGS appointed subcommittees include the Committee on Ethnic Minority Affairs (CEMA), the Advocacy Coordinating Team (ACT), the Committee for Lesbian, Gay, Bisexual, and Transgender Concerns (CLGBTC), the Convention Committee, and the Science Committee.

Responsibilities

Elected members and appointed subcommittee chairs are required to attend the Fall and Spring Consolidated Business meetings during their term (held in the Washington, DC area). Members must be willing to dedicate the necessary time to sufficiently prepare for these meetings and provide follow-up. Members are also expected to be liaisons to other boards and committees as assigned, to submit monthly reports related to activities within their position, to participate on frequent (often monthly) conference calls, and to communicate regularly over a closed committee listserv. Committee members are expected to spearhead projects and plans related to their position, as approved by the APAGS Committee, and as assigned by the APAGS Chair. They are accountable throughout the year for making progress and for meeting goals.

Time Commitment

As an advisory committee of APA, participation in APAGS leadership is voluntary. Those elected/appointed to APAGS positions must be willing to dedicate a significant amount of time to this service-oriented role. Students wishing to apply for a position on the committee should consider the personal commitment involved. Think about where you will be in your academic career during the term you intend to serve. It is important to consider whether future responsibilities impede your ability to dedicate a sufficient amount of time to serve effectively. While participation on the APAGS Committee is a fantastic professional development experience, we recognize the demands of graduate school and ask that students carefully consider the level of commitment required prior to application.

All applicants should consult with an advisor/faculty mentor to confirm their support and willingness to allow time away to attend meetings and meet your obligations to APAGS. This support should be explicitly addressed within the recommendation letter from your department chair.

Each member of the APAGS Committee has a specific focus area with unique duties (visit <http://www.apa.org/apags/governance/join/run/descriptions.aspx> for specific information relating to the position to which you are applying). However, there are general tasks for all committee members. They are as follows:

- Prepare for and attend the annual APAGS business meeting each spring and the APAGS fall retreats (2 ½ day working meeting);
- Prepare (at minimum) bi-annual reports and evaluations of work for business meetings;
- Prepare reports on special projects as well as official liaison activities;
- Submit brief monthly listserv activity reports as well as reports for your official liaison relationships;
- Participate on conference calls (e.g. Quarterly APAGS Committee Calls, etc.);
- Participate on working groups and scholarship/award review committees for selecting recipients;
- Attend conventions/meetings as appropriate;
- Mentor your replacement as soon as the results from elections/appointments are verified. This mentoring piece is critical to the continued smooth and effective functioning of the APAGS Committee;
- Work closely and collaboratively with the APAGS central office staff, particularly the Associate Executive Director, who serves as an advisor and guides the entire APAGS Committee.

APPLICATION AGREEMENT

I certify that I am 1) actively enrolled as a student in good standing in a graduate psychology program; 2) at least 2 years from graduation; and 3) an APAGS member.

I have provided the following application materials:

- Abbreviated 2-page curriculum vita
- Candidate statement describing my qualifications and/or potential for the particular position (Elected positions – 300 words or less, Appointed positions – 750 words or less)
- Brief letter from your department chair/program director verifying your status as a graduate student in good standing and their support of your participation on the APAGS Committee.

As an applicant to the APAGS Committee, I have read and understand the information above, as well as the specific duties of the _____ position. I am aware of the time commitment involved and have seriously considered how this will impact my educational and personal life.

Signature

Date