



Position Description for:
**SIR Graduate Medical Education
Division Councilor**

Election and Term in Office:

The term of the Graduate Medical Education Division Councilor is four (4) years. Executive Council member terms begin at the adjournment of the Annual Members Business' Meeting.

Role and Qualifications as Defined by the SIR Bylaws/Executive Council

The SIR Graduate Medical Education Division Councilor is a voting member of the SIR Executive Council and acts as the representative to the Graduate Medical Education Division. The Executive Council is the chief governing and policy-making body of SIR. The Council is empowered to carry out the business of the Society and is responsible for fiduciary oversight. It is responsible for overseeing and transacting the business necessary to achieve SIR's goals and to fulfill its mission. The position of Graduate Medical Education Division Councilor is an elected position.

Qualifications (As approved by the SIR Executive Council February 28, 2007)

- Shall have been an active member or fellow in good standing for at least three years
- Shall have shown commitment to the Society by active service on an SIR committee or task force as a member or chair within the Graduate Medical Education Division for a minimum of three years
- Shall be actively practicing interventional radiology or have practiced a minimum of 10 years
- Shall have experience and/or interest in the area of Council work for the specific Council position

Specific Duties of the Position

Lead the development and execution of SIR/F graduate medical education strategy in support of SIR/F mission to empower interventional radiologists to provide the best patient care. The ideal candidate will possess an innovative and thoughtful perspective on the recruitment, education and training needs of medical student and resident members and be able to use that perspective to lead and advise Graduate Medical Education committees on the design of dynamic, engaging, and valuable education experiences for all audiences. The SIR Graduate Medical Education Division Councilor will also provide oversight in the strategy and activities of the IR Residency, SIR Resident, Fellow and Student Section (RFS) and Association of Program Directors in Interventional Radiology (APDIR).

Additional duties of the Councilor include:

- Adhere to the organization's conflict of interest policy by annually completing disclosure form annually or as necessary and declare any relevant conflicts openly during discussion at the committee meeting.
- Be aware of and adhere to the organization's policy of strict compliance with federal and state antitrust laws.
- Oversee the activities of the Resident, Fellow and Student Section, APDIR and other committees in the Graduate Medical Education Division.
- Collaborate with the SIR Post-Graduate Medical Education Councilor on educational activities regarding the IR Residency Curriculum.
- Serve as the SIR liaison to the ACGME, AAMC and other organizations affiliated with the IR Residency and medical education.

- Stay abreast of medical education requirements and policies pertaining to medical students and residents pursuing Interventional Radiology.
- The Graduate Medical Education Division Councilor is expected to devote the necessary time for Society business during his/her term. The Councilor is expected to attend three in-person Executive Council meetings a year, the Annual Members' Business Meeting, APDIR Business Meeting and Education Meeting, two APDIR Board of Directors Meetings, at least one Operations Committee call, and other meetings and conference calls as necessary.
- The Graduate Medical Education Division Councilor receives no compensation for serving. Travel expenses for approved SIR travel are reimbursed per the SIR Travel Policy.

Responsibilities of All Board Members

- Serve as strategic leader who understands the SIR mission, vision, and can link the activities with the strategic goals.
- Serve as the primary contact for Society and Foundation inquiries relating to their division or area expertise.
- Be willing and able to devote the necessary time throughout the entire appointed term of service for Society business.
- Possess the highest ethical standards and be recognized and respected by peers as a leader in interventional radiology.
- Be free of any significant conflict of interest that would prevent him/her from serving objectively and disclose all conflicts in advance.
- Have an email address and web access so committee business can be conducted virtually.
- Possess the highest ethical standards and be recognized and respected by peers as a leader in interventional radiology.
- Adhere to the SIR's Conflict of Interest, Ethics, Fiduciary, and Antitrust Policies.