

**Commission**  
**EARLY CAREER COMMITTEE**  
**COUNCIL ON CARDIOPULMONARY, CRITICAL CARE, PERIOPERATIVE AND**  
**RESUSCITATION (3CPR)**

- Purpose:**
- To involve junior faculty with leadership promise in activities related to the council, e.g., cardiopulmonary, critical care and resuscitation.
  - To expand the diversity of the council and engage future leaders in 3CPR activities.
  - To reinforce interest in CVD prevention as a career path, particularly as it relates to lifestyle and the interests of 3CPR Council.
  - Identify early career council members from diverse backgrounds to participate in other Council committees
- Reports To:** Council Chair and Leadership Committee.
- Committee Membership:** The Committee shall be comprised of an Advisor and up to 20 members, (Chair, vice-chair, senior advisors and 17 members) . The Advisor will be an active senior participant in the 3CPR Council. The Chair will be selected by the members.
- Selection of Members:** Members shall be chosen using an application process, facilitated by a small task force from the Leadership committee.
- The applicant will provide a personal letter, letter of recommendation and CV.
- Terms of Service:** Members shall serve two-year terms. Terms shall be staggered for continuity.
- Member Commitment:** The Committee shall meet via teleconference 3-4 times per year, and will meet face-to-face at the AHA Scientific Sessions conference. The time commitment will vary, but should not exceed an average of 1-3 hours per month. Special projects may require an additional time commitment.
- Committee Responsibilities:**
- Serve on other AHA 3CPR Council Committees
  - Liaison as needed to other AHA Councils' committees

- Pursue activities that benefit early career persons at various levels. Examples:
  - Develop a website within the main council page devoted to Trainee issues
  - Mentoring trainees
  - Create Job search network
  - Create a reading list of seminal papers of interest to trainees
  - Early career development support
  - Develop position statements on training, young investigator career challenges, translational training and leadership Provide special insight as junior faculty members
- Support ReSS Friday night Young Investigator event.
- Chair, file a written report on the Committee's activities at least 3 weeks prior to each Leadership Committee meeting

### **Benefits of Participation**

- Become familiar with AHA Leadership structure and activities of the Council at an early career stage
- Develop a credential for career advancement
- Networking with leaders in the field

### **Chairperson's Responsibilities:**

- Attend Leadership Committee meetings and present Committee report at Spring and Fall conference meetings.
- Supervise the members
- Work with AHA staff to set meeting dates and times.
- Lead discussions at meetings and monitor activities.
- Review minutes of Committee meetings.
- Work with Committee and AHA staff to develop an annual plan and budget and to oversee projects.
- Assign responsibilities as needed.
- Assist in selection of committee members

### **Advisor's Responsibilities:**

- Supervise activities of the committee and assist in

directing project selection

- Preside over Committee meetings in the absence of the Chair.
- Attend Leadership Committee meetings and present Committee report in the absence of the Chair.
- Direct selection process for committee membership

**Recommended Timeline:**

- Winter/Spring: Meet to develop annual plan and budget.
- Spring: Present proposed annual plan to Leadership Committee for approval and recommendations. Leadership Committee meetings are held on the Saturday prior to AHA's Scientific Sessions.
- Early Fall: Meet to review Committee activities and progress, revise plan as needed, and prepare report for Leadership Committee.
- Fall: Present report to Leadership Committee and ask for recommendations.