



AASPA

American Association of Surgical Physician Assistants

Board Appointed Position Description

Post Title: AASPA Assistant Student Representative

Post: *This is an appointment for the length of didactic and/or clinical year which would possibly extend after PA school graduation. In applying to this application, you are taking on a two-year commitment. After finishing the Assistant Student Representative term, he/she will automatically be the student representative.

**At the end of the one-year Student Representative term, the Assistant Student Representative shall move to Student Representative position and a new Assistant Student Representative shall be appointed by the Board of Directors with input from the Student Representative. The new Assistant Student Representative shall have the months of January and February to ease into the role.*

Responsibilities:

He or she shall:

- **Represent all AASPA students in collaboration with the Student Representative to include:**
 - Responding to all form of questions via e-mail or phone.
- Participate in monthly conference calls
- Contribute to our Sutureline and social media accounts
- **Help when able in setting up yearly conferences to include:**
 - Gathering Volunteers (pre-PA, PA-S), assisting with conferences as available
- Collaborating with student representative regarding new ideas and formatting the information in a manner to present it to the board members.
- Contribute to the continuous improvement of quality and mission of AASPA
- Identify and act on opportunities for increasing AASPA awareness and affinity
- Assist coordination the Board of Directors' activities/interaction with PA programs
- Promote membership in AASPA to students at PA programs

Eligibility Criteria

- Member of AASPA
- Didactic or clinical year student OR practicing surgical PA-C
- Passion for promoting AASPA and its dynamic future
- Excellent time management and communication skills
- Timeliness in completing projects
- Willingness to learn
- Leadership and delegation skills

Application

- Brief one-page statement of interest (<300 words)
 - One-inch margins
 - Double-spaced
 - Font size 12
- Current resume
- Headshot (this will be posted on the AASPA website)
 - <200 biography statement (for website)

Time commitments: The responsibilities described are anticipated to require 5-8 hours/month, with some responsibilities requiring more or less time depending on availability of the applicant. PA school is demanding and as such if at any time there is an academic concern, please contact the student representative for assistance.

Deadline: **December 15, 2023**

Benefits:

- Free yearly conference attendance and workshops when able.
- The AASPA PA Student membership fee will be waived for the duration of the appointment
- Opportunity to network with AASPA members across the country and be informed of current issues affecting PAs and surgical PAs in the United States
- Have ready access to practicing PAs and students regarding questions about the PANCE, rotations, and anything else you can think of.