

Fellowship Advancement Committee Roles & Responsibilities

Applications Accepted By: Rahul Ghotge

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Job Description

ROLE AND RESPONSIBILITIES

Fellowship Advancement Committee provides resources to GAHE members seeking to advance to Fellow.

Main activities include:

1. Board of Governors Exam Tutorial
 - a. Annual In-person Tutorial and/or additional in person or online tutorials
2. Community Service Events
 - a. Monthly Community service events
3. Other support services for advancement to Fellow Status
 - a. Examples include: Connecting candidates with Fellows for Structured interviews, Resume review, guidance regarding application process, recruit candidates for advancement to fellow, etc.

Members of the Fellowship Advancement Committee will:

1. Attend at-least 70% of the committee meetings (usually monthly conference calls)
 - a. If a member misses a committee meeting, he/she should review the meeting minutes and email/communicate with the committee chair before next committee meeting
2. Actively participate in at-least 1 of the above-mentioned committee activities during the calendar year

Meetings:

- Monthly Conference Call (Currently afternoon of 2nd Wednesday of each month)
- Annual in-person planning meeting (September/October of each year)

Qualifications: Member in good standing of GAHE

COMMITMENT

By agreeing to participate as a member of the Fellowship Advancement Committee, I personally commit to fulfilling my role and responsibilities and understand that failing to meet those requirements will lead to removal from the committee.

Name:

Signature _____

Date:

Additional Notes

Reviewed By: Rahul Ghotge

Date: 10/1/2019

Approved By: Rahul Ghotge

Date: 10/1/2019

Last Updated By: John Kueven

Date/Time: 10/1/2019



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