



Title: Editor, Clinical Nuclear Cardiology: From the "Nuts and Bolts" to the Recent Advances

Reports to: Lifelong Learning Oversight Committee

Term of Service: One Year

Overview

Term Start Date: Q3 2024

Course Format: Online Asynchronous Education, collection of narrated slide presentations

Designed to meet the needs of professionals who perform or request nuclear cardiology studies, this program provides 15+ hours of nuclear cardiology CME to help clinicians meet their laboratory's IAC accreditation requirements. Recorded presentations and self-assessment questions provide balanced coverage of the field, from the clinical "nuts and bolts" to the recent advances.

The new Editor will update the content by evaluating existing components and whether they can be repurposed, updating the overall outline, and identifying new components to be added, or outdated ones to be published. The editor will collaboratively select and lead a diverse faculty team and help disseminate it as a resource to the target audience. The Editor will engage in July 2024 and will steer the development to publish by March 1, 2025.

Major Duties/Responsibilities

The Editor will work in collaboration with ACC staff to recruit and manage the faculty to provide any necessary updates to the enduring, online educational components of the course, and support learners' journey through successful completion of the exam.

Responsibilities include:

1. Thoughtful collaboration to maintain contemporary course education.

- Review of outcomes report and speaker/module rating data
- Leading multiple planning calls—up to twice monthly during early planning, and often once monthly until the program launches.
- Collaboration with the ACC Staff on
 - Review/Development of overall needs and goal statements
 - Review/Development of learning objectives
 - Direct adjustments to course content based on learner feedback, ACC capabilities, and developments in the field
 - Identifying appropriate faculty to invite if applicable
- Providing input on the evaluation and assessment strategies, including pre/post-test questions

2. Timely and thoughtful contributions to course promotional efforts

- Providing suggestions and feedback on course promotional materials, including
 - Course branding designs
 - Overall marketing and promotions strategy
- Collaboration with ACC staff to develop engaging text for marketing pieces, including key talking points for each segment of the target audience

3. Faculty oversight

- Identification of appropriate faculty
- Oversight of course faculty to assure timely development of content, and timely delivery of slide presentations and testing questions.
- Reinforcement and support of ACC staff efforts to ensure faculty meet deadlines
- Reviewing faculty content and providing feedback, as needed, to ensure alignment with the course goal and learning objectives

Required Qualifications

- a. A current ACC member in good standing
- b. First-hand knowledge and/or experience as an educator in asynchronous online settings
- c. Experience leading and/or planning an educational initiative
- d. Expertise in Nuclear Cardiology
- e. Ability to make a commitment to the role, through publication March 1, 2025.
- f. Applicants may not serve as the Chair/Editor or Vice Chair/ Vice Editor of another ACC course or conference during the term of service for this role
- g. Ability to meet the time commitment the position demands, including:
 - Active participation as a member leader on scheduled planning calls
 - Responsiveness to ACC staff requests for activities associated with course preparation
- h. Ability to collaborate with the ACC Staff to chart a clear direction, offer creative solutions, develop action plans, keep to timelines, and respond to changing conditions and opportunities
- i. Proven track record working in partnership with ACC members and staff, emphasizing a respectful team environment

Required Competencies

- a. Solution-oriented, with expertise in solving complex programmatic challenges
- b. Diplomacy with cardiovascular specialists worldwide in planning an online collection of educational materials
- c. Proven communication skills, including:
 - Motivating people and setting expectations
 - Delegating effectively
 - Representing the ACC in potentially delicate or politically sensitive situations that may arise from time to time
 - Excellence in public speaking
- d. Highly skilled at successful teamwork with a diverse group of cardiovascular specialists



Application Information

Complete Section I and II (below) and email this form along with a cover letter and CV to Jill Diamond at jdiamond@acc.org

Update your Disclosures at disclosure.acc.org

The deadline to apply for this leadership role is noon ET on **Monday, May 6, 2024**.

There will be no extensions to the deadline for applications. The Lifelong Learning Oversight Committee is responsible for reviewing applications and will determine final selection of the Editor.

I. CONTACT INFORMATION

Name _____

ACC Member Number _____

Affiliation _____

Office Address _____

City _____ State _____ Zip _____

Office Phone Number _____ Mobile Phone _____ Email Address _____

II. APPLICANT CRITERIA – Please refer to the Position Description and align your responses accordingly.

a. General Qualifications: Why are you interested in leading this Course? Please share no more than three (3) primary reasons.

b. Specific Educator Experience: Please share your three (3) most relevant experiences.

c. Specific Leadership Experience: Please share your three (3) most relevant experiences.

The PDF must be saved for the information to be retained.

For Use by ACC:

CV Attached _____ Cover Letter Attached _____ Date Rec'd _____ Disclosure Completed _____