



Title: ACCSAP Editor-in-Chief

Reports to: Chair, Lifelong Learning Oversight Committee

Terms of Service: 5 years

OVERVIEW OF ACCSAP

The American College of Cardiology is seeking a qualified and enthusiastic candidate for the position of ACCSAP Editor in Chief. ACCSAP is ACC's flagship self-assessment program covering the entire field of adult clinical cardiology. ACCSAP helps its users prepare for the initial or maintenance of certification exam in cardiovascular disease, stay abreast of new advances in the field, teach others, and earn CME/MOC credit. As of 2019, it also allows users to meet their ABIM MOC assessment option through the new Collaborative Maintenance Pathway (CMP).

MAJOR DUTIES/RESPONSIBILITIES OF ACCSAP EDITOR-IN-CHIEF

- Thoughtful collaboration to ensure the editorial board is represented of the ACC membership by adding more diversity in age, sex and race
- Review ABIM blueprint for General Cardiology recertification exam
- Work with the Practice Question Editor-in-Chief and the Performance Question Editor-in-Chief to create key points for each topic within the product that allows for a unified educational offering
- Work with CMP Editor-in-Chief and the other editors of the CMP product line (HFSAP, EPSAP, and CathSAP) to create and maintain standards by which content will be developed.
- Identify, with staff, objectives and desired outcomes for the SAP
- Review/read/edit all content to assure appropriate topical coverage.
- Prepare, with ACC staff, a timeline and deliverable schedule.
 - Adhere to timeline and deliverable schedule
 - Work with staff to motivate the authors to do the same.
- Participate in bi-weekly calls with topic editors and ACC staff.
- Participate in monthly CMP Editorial Board calls
- Participate in at least one face-to-face meeting to review lessons learned from the previous year and continue to innovate the product year after year.
- Refrain from engaging in any advisory activity for a publication or product which competes with ACCSAP, if the activity involves matters of policy or business strategy or has the potential for future remuneration.

CRITERIA FOR SELECTION

- Board certified
- ACC member in good standing
- Ability to make a 5-year time commitment
- Ability to meet the time commitment that the position demands including:
 - Active participation at bi-weekly planning calls (managed by ACC staff)
 - Monthly calls with the Editorial Board of all SAP products
 - Approximately 6 hours per week including planning calls and content review
- Familiarity with ACCSAP product – Current or previous Topic Editor or Faculty is a plus
- Experience leading and/or planning the design of continuing professional development activities in cardiovascular care.
- In role of editor:
 - Ability to collaborate with the SAP Editor-in-Chief to chart clear directions
 - Offer creative solutions
 - Develop action plans
 - Keep to timelines
 - Respond to changing conditions and opportunities in a dynamic and fast-moving environment

REQUIRED COMPETENCIES

- Solution-oriented with expertise solving last minute complex programmatic challenges
- Proven communication skills including
 - Motivating people and setting expectations
 - Delegating effectively
 - Negotiating/representing the ACCF in delicate/political situations that may arise from time to time
- Proven ability/track record of ability to work in a collaborative partnership with ACCF staff developing a respectful team environment throughout the 5-year tenure of the position.



Please complete this application form in full and email it to Jennifer Mirilovich at jmirilov@acc.org on or before midnight on Friday, April 17, 2020, along with a copy of your CV and cover letter. There can be no extensions to the deadline for applications.

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. Why do you want the position of ACCSAP Editor-in-Chief?

B. What is your experience with Board Review and online education?

C. How would you fit this into your busy schedule?

D. Experience with planning and implementing innovation



E. List active participation within the ACC including staff members you have worked with before.

F. Two references

All submissions will be reviewed by ACC's Lifelong Learning Committee who will select the candidate that they feel is the best choice for the position. Final candidate selection will occur in late May 2020.

ACC is proud to celebrate diversity and is committed to creating an inclusive environment for all candidates.

For Use by ACC:

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