District 1 Predental Committee, Chair and Committee Member Guidelines and Expectations

**Term Length:** May 2016 - April 2017  
**Application Opens:** April 25, 2016  
**Applications Due:** May 8, 2016 at 11:59 pm EST  
**Time Commitment:** monthly conference calls, work about 1-3 hours per week, and attend District 1 meetings and conferences.  
**Apply at:** [http://goo.gl/forms/tU8oXkCNrN](http://goo.gl/forms/tU8oXkCNrN)

**Expectations:**
The goal of the District 1 Predental Committee is to increase predental member engagement and member recruitment for District 1, in line with the 2015-2017 strategic plan of national ASDA and the strategic plan established by District 1 leadership. The Committee provides insight into the unique needs of ASDA's predental members, keep District 1 informed of predental topics, and develop, implement, and evaluate innovative and new district predental initiatives.

**Committee Structure:**
The Committee is led by the Predental Committee Chair, under the guidance of the District 1 ASDA Predental Co-Chairs on the District 1 Cabinet. All Predental Committee members and the Committee Chair are predental students. The District 1 Cabinet Predental Chairs are current or incoming dental students. One Committee Chair and about six Committee Members will be appointed. The number of Committee Members may vary.

The Committee Chair is responsible for leading the Committee, ensuring progress towards achieving Committee goals, and communicating progress and submitting progress reports to the Cabinet Predental Co-Chairs. Thus, the time commitment and desired qualifications for a Committee Chair is greater than a Committee Member. The Committee Chair and Members will still have as much input and involvement in the Committee, just the Committee Chair takes the additional responsibility of coordinating the Committee overall and communicating results to the Predental Co-Chairs.
Committee Structure continued:
The Committee’s main goal is to increase predental member engagement and member recruitment for District 1. The work will be divided amongst subcommittees, including Recruitment, Innovation, and Communications Subcommittees.

The Recruitment Subcommittee is in charge of everything to encourage new predental members to join ASDA. The Innovation Subcommittee develops and implements new ideas. Communications Subcommittee will compile contact information for predental organizations around District 1 and may develop newsletters and/or recruitment documents. More subcommittees may be formed depending on the interests and ideas of the Committee. Any Committee Member can serve on any Subcommittee and may move between Subcommittees.

Time Commitment:
The Committee time commitment is to engage in monthly conference calls, work on district initiatives for about 1-3 hours per week, and attend District 1 meetings and conferences. There will be an ebb and flow in workload - weeks leading up to conferences may require more work, while others will need less.

Responsibilities:
Specific responsibilities of Committee Members and Chair include:

- The goal of the District 1 Predental Committee is to increase predental member engagement and member recruitment
- Increase the number of predentals attending ASDA District 1 meetings
- Create innovative new initiatives, such as a District 1 predental quiz bowl, a dental student-predental student mentoring program, and any new pilot programs and projects developed by the Committee.
- Bridge the gap between the District 1 Predental Committee and the National ASDA Predental Advisory Committee.
  - Information about the National Committee at http://asdanet.org/leadership/, bottom of the page, click on the predental positions tab.
- Stay updated on changes to the dental school application process and communicate these changes to members.
Specific responsibilities of Committee Members and Chair continued:
  ● Educate predental members on transition from ASDA predental to ASDA predoctoral membership.
  ● Reach out to undergraduate students within district via email, as well as Facebook and other social media.
  ● Participate in district cabinet calls and events as needed.
  ● Initiate pre-dental newsletter and other communication initiatives.

Additional responsibilities of the Committee Chair include:
  ● Coordinate and schedule conference calls at times that work for all Committee members.
  ● Communicating progress and submitting progress reports to the Cabinet Predental Co-Chairs and District 1 leadership.
  ● Lead the Committee overall, ensuring progress towards goals.

Application closes May 8, 2016 at 11:59 pm. You may apply for Committee Member and/or Chair at the following link:
  http://goo.gl/forms/tU8oXkCNrN

Please email both District 1 Cabinet Predental Co-Chairs with any questions you may have:
  Tara Prasad, tprasad91@gmail.com
  David Danesh, davidodanesh@gmail.com