CVRI EARLY CAREER ADVISORY COMMITTEE COMMISSION

Purpose:
• Involve Early Career scientists in activities of the CVRI
• Reinforce the interest of Early Career scientists at UVM/UVMMC in academic medicine
• Identify and serve the needs of our cardiovascular science Early Career community

Reports to: CVRI Board of Directors

Committee Membership:
• Senior Advisor (a CVRI board director)
• 10-15 members:
  – Early Career scientists: PhD and medical students, postdocs, residents, clinical fellows undertaking research, and faculty within 4 years of their first appointment
  – Interest or involvement in cardiovascular-related research
• Terms are 2 years, which may be renewed once by CVRI

Committee Responsibilities:
• Attend monthly committee meetings
• Organize and attend networking and career development activities
• Organize and attend journal clubs and other CVRI events

Chair:
• Term: 1-2 years
• Set committee agendas
• Preside and maintain order over meetings
• Guide committee members to achieve its purpose and mission
• Represent the Committee to the Board of Directors

Vice Chair:
• Term: 1-2 years
• Works with the Chair to set committee agendas
• Preside over committee meetings in the absence of the Chair
• Attend Board of Directors meetings when Chair is unable
• Direct at least 1 major social and/or scholarly committee activity
• Upon successful term completion, may advance to Chair

Secretary:
• Term: 1-2 years
• Consult with the Chair and Vice Chair on the order of business for the meeting agenda
• Review and approve minutes of the meeting
• Review and approve reviewer comments of grants, reports, other documents reviewed by the committee
• Work with the CVRI coordinator to assist with committee correspondence
• Direct at least 1 major social and/or scholarly committee activity
• Upon successful term completion, may advance to Chair

Current Senior Advisor:
Mary Cushman, MD, MSc, FAHA