

## **NETWORK LEADERSHIP COMMITTEE MEMBER-AT-LARGE ROLES AND RESPONSIBILITIES**

Each Network will have two to three Members-at-Large. Network members will assist in the execution of content development and leadership engagement for the Network and their respective Sections.

### **Publications/Content Responsibilities**

In conjunction with the Network, assist in prioritizing and coordinating, along with staff, content/publications.

- *Chest Physician*<sup>®</sup> articles: Assist in drafting 500-word articles if needed.
- Collaborate with other Network members to ensure each Section is producing relevant content for the CHEST website (such as webinars, infographics, articles, etc).
- Assist in reviews and provide feedback for CHEST project proposals to ensure the project fits within scope and covers topic areas specific to the Network as needed.
- Submit ideas/topics during the Guidelines Request for Proposals process.

### **Annual Meeting Responsibilities**

- Work with the Network to create, execute, and oversee their Network Open Forum in conjunction with Network staff.
- Submit sessions to the annual meeting in collaboration with all Networks, and serve as session graders.
- Provide direction for Experience CHEST Network topic submissions as needed.
- Provide insight to the selection of Network Highlights with respective Section Chairs as needed.

### **Conference Call Responsibilities**

- Attend quarterly Network leadership calls with the entire Network.

### **Other Responsibilities**

- Lead and help foster new Network leaders.
- Annual Call for Committee Applications: Review applicants, vote, and select at-large Network leaders and Vice-Chair applicants (when applicable) in collaboration with Network members.
- Serve as the initial go-to for CHEST staff and other committees seeking Network/subject matter expertise.
- Foster engagement and collaboration between other Network leaders and across all Sections.