

## **Executive Position: Member-at-Large**

### **Role of the SFM**

The Section of Family Medicine (SFM) is a constituted section in the Alberta Medical Association (AMA) that represents family physicians and family medicine in a complex health system. It is a leader in health care reform and a driving force for the transformation of primary care in Alberta.

SFM brings the perspective of family physicians into discussions and decision-making with government and health care partners. It represents the interests and realities of Alberta's family physicians and advances relationships by providing a conduit between the profession, the AMA, government, and other stakeholder groups.

SFM advocates for the financial sustainability of family medicine. It influences, advocates, and helps design policy to ensure Alberta's family physicians can provide quality care for their patients, achieve economic sustainability, and enjoy personal and professional well-being.

SFM works with many stakeholders and other primary care organizations, to align economic realities with the provision of quality patient care.

### **The SFM Executive**

The SFM Executive is composed of the President, the President-Elect or the Past-President, the Secretary/Treasurer, the Vice President Regional Health System, two to three Members-at-Large, the Section of Rural Medicine President, a Fees Representative (appointed, non-voting) and non-voting ex-officio, Professional Association of Resident Physicians of Alberta representative and a medical student representative.

The SFM Executive provides governance and oversight of all Section activities and communicates with members and stakeholder audiences. Accountable to Section members, the SFM Executive represents all family physicians in discussions surrounding family physician fees, and in consultation and advocacy activities.

Following are requirements of all SFM Executive members:

- Act as an SFM delegate to the AMA Representative Forum
- Represent the interests of Family Physicians
- Support Family Physicians in alignment with the SFM Vision and Mission
- Serve as an effective member of the SFM Executive

### **SFM Member-at-Large Roles & Responsibilities**

### **SFM Member-at-Large Responsibilities**

- Representation
  - Acts as an SFM delegate to the AMA Representative Forum
  - Represents the interests of Family Physicians
  - Supports Family Physicians in alignment with the SFM Vision and Mission
- Participation
  - Prepares for, and actively participates in, the meetings of the SFM Executive, including bringing forth relevant agenda items, researching current issues and providing constructive dialogue during meetings
  - Participates in ongoing SFM Executive activities
  - Undertakes additional SFM representative requirements (such as remunerated committee work roles and special projects) as required
  - Advise and support the SFM President
- Communication
  - Ensures an open channel of communication to gather information from Family Physicians
  - Works with SFM Executive members, staff, and partners via established communication and collaboration mechanisms, and according to SFM Executive norms.

### **Length of Term & Remuneration**

Members-at-Large are elected at the SFM Annual General Meeting and serve for three (3) years. They are eligible for re-election once into the same position.

Members-at-large will be remunerated according to the Alberta Medical Association's (AMA's) *Guide for Honoraria and Expense Allowances*.

Honoraria for SFM Executive meetings must be paid to an individual personally. All other honoraria, for example other meeting honoraria, can be paid personally or to a professional corporation. GST may be charged on other meeting honoraria if an individual or professional corporation has a GST number. Please refer to the SFM Executive Remuneration Policies for details.

Anticipated time requirement consists of six to seven full day executive meetings, two evening Family Medicine Meetings (one of which includes the annual general meeting), one three-day strategic retreat, at least two Representative Forums (minimum of four full days) and additional meetings for SFM representative appointments.