# AAES 2024-2025 Visiting Professor Program

The American Association of Endocrine Surgeons is pleased to announce the 2024-2025 Visiting Professorship Program. This program is designed to increase the national visibility of rising stars in endocrine surgery by offering the opportunity to be an invited speaker at one of the country's premier institutions. **The Visiting Professorships are open to Active members of the AAES who are faculty members at the Assistant or Associate Professor level and are within the first 10 years of their faculty appointment. We ENCOURAGE re-applications if you were not selected in the past.**

For the 2024-2025 academic year, three individuals will be selected to present at one of the following host institutions. The host institutions will reimburse the awardee's cost of travel and accommodations.

1. University of Utah
2. University of Wisconsin - Madison
3. Weill Cornell Medical College

**Application materials are due by 11:59 PM EST, January 10, 2024.** Visit the [AAES website](AAES website) for more details about these awards. Each application will be reviewed and scored by members of the Career Development and Leadership Committee. Questions should be directed to the Chair of the Career Development and Leadership Committee, Dr. Sonia Sugg ([sonia-sugg@uiowa.edu](mailto:sonia-sugg@uiowa.edu)).

The Career Development and Leadership Committee will review all applications and make recommendations to the President for the selection of the three 2024-2025 Visiting Professors. Applicants will be notified of a decision by **February 28, 2024**. Award recipients will be announced during the 2024 AAES Annual Meeting and in other AAES-sponsored publications.

## INSTRUCTIONS:

The application process requires that each of the following items be submitted as instructed.

1. Completed application form (see page 3) emailed to AAES Headquarters at [info@endocrinesurgery.org](mailto:info@endocrinesurgery.org).
2. Letter of interest addressing the potential impact of this program on your career (see submission link in application form)
3. Curriculum vitae (see submission link in application form)

# AAES Visiting Professor Awards Requirements and Application

### A. Purpose

This program is designed to increase the national visibility of rising stars in academic surgery by giving them an opportunity to be an invited speaker at one of the country's premier institutions. The CDL Committee welcomes proposals for topics of a wide spectrum including surgical ethics, education, epidemiology, biostatistics, health care delivery, as well as clinical or basic science research pertaining to the field of endocrine surgery. The presentations may represent the applicants' own work or be a synthesis and review of a relevant topic in endocrine surgery.

### B. Qualifications and Requirements

Active AAES members at the Assistant or Associate Professor level who completed residency and fellowship training within 10 academic years previous to the year of the application cycle are eligible to apply for the Visiting Professorship.

Awardees will arrange a visit with the host institution on a mutually acceptable date within the 2024-2025 academic year. Awardees will submit to the AAES via email at ewilliams@amrms.com:

Prior to the visit:
1. The presentation title and date of visit as soon as known

After the visit:
2. A one-page written report and copy of the visit itinerary within one month after the visit
3. Copy of a thank you letter to the host institution

### C. Selection Process

The members of the CDL Committee will select the Awardees. Qualified applicants will receive a score according to the rubric below. The score and committee member discussion will determine the final committee selections. The committee selections will be presented to the AAES President for approval. The Chair of the CDL will match awardees with a host institution. Applicant ranking of host institutions will be taken into consideration.

- Letter of interest
    - Clear, concise, persuasive (5 point scale: 1 best, 5 worst)
    - Potential impact on career advancement (5 point scale: 1 best, 5 worst)
- CV (5 point scale: 1 best, 5 worst)
    - Expertise (publications and talks) on proposed topics
    - Other accomplishments
- Topic(s) to be presented (5 point scale: 1 best, 5 worst)
    - Interesting, innovative, appropriate
    - Description of 3 educational objectives for each topic
- Speaker (5 point scale: 1 best, 5 worst)
    - Excellent slide sampler/video snippet
    - Diversity

# APPLICATION:

1. **Background:**

    Applicant Name:_____

    Applicant E-mail Address:_____

    Institution Name:_____

    Institution Address:_____

    _____

    _____

    Academic Rank:_____

    Year of first faculty appointment (must be 2013 or after):_____

2. **Letter of interest:** CLICK HERE to upload a clear, concise, and persuasive letter telling us why you are interested in being an AAES Visiting Professor and if awarded, the potential impact on your career development. *Please include your full name within the file name.*

3. **Curriculum vitae:** CLICK HERE to upload a copy of your Curriculum vitae. *Please include your full name within the file name.*

4. **Proposed Topic(s):** List up to 2 topics for consideration. Please provide 3 educational objectives for each topic.

    **Topic 1:**

    **Educational Objectives:**

    1.

    2.

    3.

    **Topic 2:**

    **Educational Objectives:**

    1.

    2.

    3.

5. **One-to-2-minute video recording sample of a presentation:** <u>CLICK HERE</u> to upload your video sample. The purpose is to highlight your presentation (slides, speaker) skills. **<u>A short video of one or two sample slides (that may or may not include concurrent video of the speaker) may be recorded using the application of your choice. For example, PowerPoint has a slide record function that can be accessed under the "Slide Show" tab. Zoom is also appropriate.</u>**

6. **Ranking of institutions, in order of preference:** Number according to preference.

   ___  University of Utah

   ___  University of Wisconsin - Madison

   ___  Weill Cornell Medical College

I certify that I meet the qualifications and if selected, I agree to fulfil the requirements as stated above.

Applicant Signature: _____        Date: _____