



THE GREAT LAKES ASSOCIATION OF ORTHODONTISTS

INDIANA • MICHIGAN • OHIO • ONTARIO • WESTERN PENNSYLVANIA
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AAO/GLAO COUNCIL POSITION OPEN!

AAO Council on Orthodontic Practice (COOP):

Members of the Great Lakes Association of Orthodontists serve as our representative to all Councils of the AAO. Dr. Scott Schulz will conclude his term as the GLAO Representative to the COOP in May, 2022. The GLAO Leadership is seeking interested and qualified candidates beginning their term in May, 2022. **If you are interested in serving the GLAO in this capacity, please submit a letter of interest and CV to the GLAO office GLAO@AssnOffices.com, no later than **February 1, 2022**.** The GLAO Board will make this appointment in March, 2022 at the Ad Interim Board Meeting.

If you have any questions about this council position, please contact Dr. Scott Schulz (scott@schulzortho.com) or the GLAO office (877/274-6420; GLAO@AssnOffices.com). Thank you for your consideration!

QUALIFICATIONS:

- All members of the councils must be active members in good standing of the American Association of Orthodontists with the exception that council members who are reclassified as retired while serving their elected term shall remain eligible to complete such elected term.
- The primary professional activity of representatives may be in the private practice or in orthodontic education.

TERM:

- The term of office of members of councils shall be two (2) years.
- Individuals are eligible for reappointment, by the GLAO, with a maximum of 3, two-year terms (6 years).

DUTIES:

The main charges to COOP are to:

- Maintain relevance to all members by providing AAO programs and services to create value for all demographics and practice modalities
- Provide quality continuing education to AAO members in both clinical and practice management areas;
- Monitor and enhance AAO endorsed programs designed to assist in the recruitment and retention of orthodontic auxiliaries.

CURRENT COOP PROJECTS:

- Develop AAO webinar topic/schedule and promote to membership throughout year
- Practice Transition Seminar Planning and resource development
- Office Design Manual
- Orthodontic practice management forms creation and editing
- Orthodontics Staff Club
- Orthodontic Staff Appreciation Day/week
- Orthodontic Assistant Awards
- Staff recruitment and human resources
- Dental Licensure Coordination

AAO RESPONSIBILITIES:

- COOP meets once (possibly twice) a year, Friday night and all day Saturday, generally in St. Louis, generally in the Fall.
- There are often several subcommittee conference calls throughout the year.
- COOP subcommittee members Practice Transition Conference and Staff Presentation Competitions at the Annual Session attend and administer those sessions.
- An effective COOP representative should be prepared to spend about 2 hours per week on COOP business.
- The Council Chairman, who is elected to a maximum of two one year terms, devotes at least twice that amount of time.
- Between the yearly face-to-face meetings, much of the Council's business continues with frequent emails between representatives and AAO staff.

GLAO RESPONSIBILITIES:

- GLAO Council Members are required to attend and participate in AAO Council meetings.
- GLAO Council Members are required to attend the GLAO Ad Interim Board Meeting (a Friday through Saturday meeting held in March) and the GLAO Annual Board Meeting (held in conjunction with the GLAO Annual Session in the fall).
- GLAO Council Members are required to provide a written report (via email) for the GLAO e-News (produced quarterly) and GLAO Board Meetings (Ad Interim and Annual Meeting).
- Council members must have a laptop computer with internet access, as GLAO meetings are paperless.
- Council members must utilize email as a primary tool for communication and be responsive.

ESSENTIAL ATTRIBUTES:

- It is important to have knowledge of the workings of both the GLAO and AAO if you are to be effective in this council position.

- The learning curve on all councils is at least a year or two before one becomes familiar with the function and purpose of that council. The COOP is no different.
- This is an extremely busy council. Members must be willing to read and review a fair amount of material throughout the year. It is critical that all Council members regularly read email from AAO staff so that deadlines are met.