

Committee	Education Committee
<b>Committee Charge</b>	Management and oversight of educational courses, products, and resources.
<b>Committee Goals/Responsibilities</b>	<ol style="list-style-type: none"> <li>1. Assess current educational offerings and monitor effectiveness of in-person, virtual, and online educational activities and products.</li> <li>2. Strategically plan and actively participate as moderators in monthly webinars.</li> <li>3. Review scholarship applications and select recipients on an annual basis.</li> <li>4. Oversee the following education activities:               <ol style="list-style-type: none"> <li>a. Education Month</li> <li>b. Pre-Conference Sessions in conjunction with the NAMSS Educational Conference &amp; Exhibition</li> <li>c. In-person and online courses</li> <li>d. Educational products and resources</li> </ol> </li> <li>5. The following subcommittees fall within the Education Committee oversight:               <ol style="list-style-type: none"> <li>a. Courses Subcommittee</li> <li>b. Products and Resources Subcommittee</li> </ol> </li> </ol>
<b>Committee Composition</b>	The Education Committee is comprised of seven (7) total members: the Chair, the (2) chairs of each reporting subcommittee (Courses Subcommittee and Products and Resources Subcommittee), the Education Committee/Conference Committee liaison, the President-Elect/Synergy Editor, and two additional members.
<b>Membership Term</b>	All committee members serve a one (1) year term and are eligible for reappointment for up to two additional terms (up to three years of service). Terms run January 1 <sup>st</sup> – December 31 <sup>st</sup> .
<b>Expected Commitment</b>	The Education Committee meets monthly by Conference call and in person at the NAMSS Educational Conference & Exhibition. Time commitment is 1-3 hours per month (approximate).
<b>Selection/ Appointment</b>	The Chair and Vice Chair are appointed by the President-Elect. Committee members are selected by the President-Elect with input from the committee Chair. Committee member selections are approved by the Board.
<b>Reporting</b>	The Education Committee reports to the Professional Development Council, providing verbal or written updates as needed.
<b>Committee Requirements</b>	<p><b>Committee Members:</b></p> <ol style="list-style-type: none"> <li>1. Express desire to serve with an interest/background in education.</li> <li>2. Must be able to carry out the work of the committee.</li> <li>3. Desire to advance the mission of NAMSS.</li> <li>4. Active in the medical services or managed care profession.</li> <li>5. Ability to work well with others.</li> <li>6. Ability to make the necessary time commitment.</li> <li>7. NAMSS member in good standing.</li> <li>8. Ability to attend and actively participate in conference calls.</li> <li>9. The Chair may identify specific needs based on committee need (i.e. MCO, CVO, Hospital representatives or members with an interest in Industry Updates, Executive Leadership, etc.).</li> </ol>

	<p><b>Committee Chair:</b></p> <p>In addition to the qualifications listed above, it is recommended but not required that the Chair previously served as Vice Chair of the Education Committee. Additionally, the Chair must hold CPCS or CPMSM certification.</p>
<p><b>Committee Roles and Authorities</b></p>	<p><b><u>Makes Decisions</u></b></p> <ol style="list-style-type: none"> <li>1. Updates to educational courses and products content.</li> <li>2. Charlotte Cochrane and NAMSS Educational Scholarship recipients.</li> <li>3. Webinar programming</li> </ol> <p><b><u>Makes Recommendations (to the Professional Development Council)</u></b></p> <ol style="list-style-type: none"> <li>1. New educational courses (in-person and online) or products.</li> </ol> <p><b><u>Provides Input</u></b></p> <ol style="list-style-type: none"> <li>1. Educational product development and content.</li> </ol> <p><b><u>Monitors</u></b></p> <ol style="list-style-type: none"> <li>1. Sales of educational products.</li> <li>2. Need for educational products.</li> </ol>
<p><b>Staff Liaison(s)</b></p>	<p>Allison Isch, NAMSS Operations Sr. Coordinator <a href="mailto:aisch@namss.org">aisch@namss.org</a>/(202)-367-2310</p>

<b>Amended Date</b>	<b>Board Approval Date</b>
12/6/2021	12/6/2021
11/10/2022	12/5/2022
10/9/2023	12/6/2023