Rapid Fire Committee Track Chair

Each of the 6 Chairs works in the pharmaceutical sciences with scientific expertise in the track area (CE or BM, or as appropriate for the DBR track), and has adequate leadership and management skills to select new and novel Rapid Fire presentations, recruit speakers, and assist in developing an effective program for the conference. The Track Chair is both a leader and a manager, who is knowledgeable in the developments, issues, and key opinions in their scientific area.

**QUALIFICATIONS**
- Depth of expertise in a track-related pharmaceutical discipline.
- Knowledge of trends affecting track area.
- Commitment to the PharmSci 360 programming structure, including the multi-track format.
- Awareness of key opinions held by leaders in the field.
- Understanding the role of volunteers vs. staff.
- Able to facilitate and encourage others in creating and submitting Rapid Fire presentation proposals.
- Excellent communication and facilitation skills.
- Membership in AAPS must be maintained from the time of application through completion of the meeting.

**DUTIES**
- Lead their Track Representatives in selecting new and cutting-edge presentations that can inform, engage and inspire the audience for their assigned track at PharmSci 360.
- As needed, collaborate with the Scientific Programming Committee Track Chair to identify and curate programming.
- Communicate submission criteria and encourage members, non-members, partners, and sister organizations to submit proposals.
- Recruit moderators.
- Assist in managing speakers whose Rapid Fire proposals have been accepted.
- Develop vital programming to fill gaps in submissions by reaching out to subject matter experts and obtaining commitment to present.
- Attend Chair’s teleconferences to discuss alignment across CE and BM tracks.
- Collaborate with staff to inform speakers and resolve questions.
- Attend PharmSci 360 and assist in the execution of the Rapid Fire program.

**APPLICATION PROCESS**
Complete online application and submit CV as directed.

**APPOINTMENT**
Selected by RFC Chair and approved by the Board of Directors.

**TERM OF SERVICE**
May-January

**ESTIMATED TIME COMMITMENT**
4-6 hours per month during June, July, and August: 1-2 hours per month during remainder of term