

Dear Doctor,

The American Association of Orthodontists (AAO) would like to invite you to participate in a search process for **AAO's Commissioner for Continuing Education Provider Recognition (CCEPR)**. The AAO's current commissioner Dr. Carla Evan's term will end October 10, 2023.

Below, please find further details on this position and requirements outlined by CCEPR:

CCEPR's Mission: *is to serve the public, the dental profession, and other healthcare providers by developing and implementing standards that promote excellence in continuing dental education to support professional competence and continuous improvement of patient care. The Commission fulfills its mission by establishing criteria for the recognition of continuing dental education providers, and recognizing providers of continuing dental education through a voluntary, self-regulated, peer-review process, the ADA's Continuing Education Recognition Program (CERP).*

REQUIREMENTS

- Candidates with experience related to the policies and principles of continuing dental education and accreditation is highly desirable.
- A commitment to protection of the public through quality continuing dental education and willingness to initiate programs, activities, policies to address these matters.
- Demonstrates interest in dental and continuing education (e.g., faculty appointment, member of an educational advisory committee, etc.).
- Familiarity with teaching methods and assessment through previous experience as a faculty member or program director, CE planner or instructor, including a knowledge of continuing education standards in the healthcare professions.
- Willingness to meet a **minimum time commitment** of approximately 15 days per year as required for attending two Commission meetings in Chicago each year, participating in committee work and conducting reviews of applications for CERP recognition.
- Candidates for appointment to ADA commissions who are dentists must be active, life, retired or non-practicing members of the ADA in good standing.
- Commission members may not concurrently serve as a member of another ADA council or commission, may not have served on another ADA council or commission within the last two years, and may not serve more than one term on the same council or commission.

In addition to CCEPR's criteria, the AAO will also be looking for the following attributes:

- Strong communication skills.
- Provide annual basic report to COE Chair and AAO COE staff liaison before COE fall meeting with information, tips for continuing education, or research appropriate to strengthen AAO's continuing education offerings.
- A current AAO member. Must continue to be a member in good standing throughout the CCEPR appointment.

The AAO nomination committee will interview select candidates in May. The AAO Board of Trustees will make the final determination and advance our suggested candidate to CCEPR on or before June 1, 2023.

To apply, please complete the attached document and submit with your CV and a brief email verifying your commitment to the time and role. Submit to mritterskamp@aaortho.org by **noon (CDT) on Monday, May 1, 2023**

Sincerely,

AAO Search Committee

To self-nominate yourself for the AAO's Commissioner for Continuing Education Provider Recognition (CCEPR) position, please fill out the below questions and submit with your current CV (pdf format) to mritterskamp@aaortho.org before May 1, 2023 at Noon (Central Time).

Do you have a strong understanding of the CERP Continuing Dental Education standards and accreditation process? Yes No

Are you familiar with teaching methods and assessment through previous experience as a faculty member or program director, CE planner or instructor? Yes No

If yes, include role(s):

My university, program, and/or practice would be supportive if I became the AAO's Commissioner for Continuing Education Provider Recognition. Yes No

I am available to meet a minimum of 15 days per year including attending two commission meetings in Chicago each year, participating in committee work and meetings, and conducting reviews?
Yes No

I am a current ADA member in good standing. Yes No

Are you currently serving as a member of another ADA Council or Commission? Yes No

Have you served on another ADA council or commission with the last two years? Yes No

Why are you interested in this position (this can be a bulleted list, doesn't need to be a formal document.) You have 1,000 character spaces you can fill.