

CONSTITUTION

ARTICLE I

Name

The name of this organization shall be the Pediatric Interest Group.

ARTICLE II

Purpose

Section 1. Aims

The aims of the Pediatric Interest Group are to:

1. Provide educational opportunities to learn about pediatrics and be engaged in the field.
2. Provide opportunities to serve the local community and beyond, through special projects.
3. Provide social events that keep focus on and fuel passion for the care of children.
4. Provide pediatric updates in order to spark an interest in the healthcare of children.
5. Maintain the organization's activity through monthly events, and maintain the members' enthusiasm and enjoyment of pediatrics.

Section 2. Accountability

The Pediatric Interest Group shall operate within the policies of the School of Medicine and University as set forth in the Student Handbook and other statements of policy and procedure adopted by the School and/or University. The Assistant Dean for Career Advisement is the official liaison between the Deans' Office and all School of Medicine Specialty Interest Groups.

ARTICLE III

Membership

Membership is open to all LLUSM students, faculty, and alumni. Meetings are open to any members and their guests.

ARTICLE IV

Organization

Section 1. Qualifications for Office

Each officer must be a student of LLUSM in good standing.

Section 2. Governing Committee

- A. Director: the Director shall oversee and direct the general business of Pediatric Interest Group, represent the Pediatric Interest Group, and assume communication with sponsors, advisors, and the Deans' Office. The director is in charge of coordinating the general meetings and organizing and supporting the other Pediatric Interest Group officers. The general director position is the most involved and time consuming position but also offers the most leeway to implement new ideas. This position is usually filled by a senior but any year that has good ideas and strong leadership can fill the position.
- B. Co-Director: the Co-Director shall assist the Director in the general business of Pediatric Interest Group and shall assume the role of Director in the event of the Director's absence.
- C. Resource Coordinator: the Resource Coordinator shall keep minutes of all Pediatric Interest Group meetings, distribute minutes to other officers, maintain financial records, oversee fundraising efforts, and store all supplies of the group.
- D. Social Director: the Social Director shall be in charge of planning the Pediatric Interest Group's social events throughout the year and aiding the general directors with food planning for the general meetings.
- E. Community Service Director: the Community Service Director shall plan hands-on opportunities for the Pediatric Interest Group to make a difference in the lives of children and their families in the community. Community events shall be open for all medical students to participate in.
- F. Research Coordinator: the Research Coordinator shall offer the medical students with summaries of the latest interesting articles in pediatrics keep up-to-date with University research, look for opportunities for students to participate in pediatrics research, and send out a quarterly newsletter with the latest from the Pediatric Interest Group.
- G. First and Second Year Representatives: the First and Second Year Representatives shall attend all Pediatric Interest Group events, support the other officers and events, and most importantly represent the 1st and 2nd years in scheduling and make announcements to the respective classes.

Section 3. Sponsor

- A. The Pediatric Interest Group shall be sponsored by Pediatric Department.
- B. One or more Faculty Advisor(s) shall be appointed by the Department Chair and the Deans' Office.

ARTICLE V

Elections

Section 1. Procedures

The term of office shall be one academic year. Pediatric Interest Group elections shall be held during the first month of May, with the exception of First Year Representative with will be held during the first month of September. Nominations will be accepted at the election meeting, and voting will be by secret ballot of the members present. A simple majority of votes cast will determine the winner of each position. Vacant officer posts shall be filled at the discretion of the President. Each position, with the exception of First and Second Year Representative, can be shared by two nominees. In special cases,

with prior approval of the assistant dean for career advisement and/or the faculty advisor, voting may be done on line.

Section 2. Notification

Within two weeks after elections, the President-elect shall file an updated list of officers with the Office of the Assistant Dean for Career Advisement.