

Welcome to ATS!

As a large society, it can be overwhelming to understand how to get involved. We created this guide to help you navigate ATS, make connections and provide resources to build a successful career.

One of the most important first steps is to join an Assembly. An Assembly is a sub-group of members who share a common interest. Each Assembly has <u>working groups</u> and <u>committees</u> within them, which is an easy way to get more involved. There are several assemblies within ATS, and you can be a member of one primary assembly and up to two secondary assemblies. Primary membership is important because you can only hold leadership positions within your primary assembly. Information about individual assemblies can be found here.

If you decide the Assembly on Clinical Problems is not the right fit for you, there are resources to assist with getting involved with ATS:

- Familiarize yourself with the society and its structure with the ATS 101 guide.
- If you would like to join an Assembly, Section, Working Group, or Committee register in the <u>GET INVOLVED!</u> database.
- Check out the <u>annual road map</u>, it highlights several events, programs, resources, and tools specifically for early career professionals attending the International Conference.

Getting involved with the Assembly on Clinical Problems (CP)

The goal of the Assembly on Clinical Problems is to improve the care of pulmonary patients through research, education and the dissemination of cutting-edge information to clinicians and researchers. CP members are leaders across a broad swath of pulmonary medicine, including in ILD, COPD, PFT, lung imaging, interventional pulmonary, lung cancer, thoracic surgery, rare lung disease, bronchiectasis, and lung transplantation. <u>Learn more about the CP Assembly</u>.

There are several ways to get involved in our Assembly. The most important is to attend the CP Assembly Membership Meeting at the International Conference. Although these meetings can often feel overwhelming, this is a great opportunity to network with leaders of the Assembly and get involved in working groups.

For early career professionals (students, residents, fellows, and junior faculty):

The <u>ATS Assembly Mentoring Programs</u> offer valuable advice and wisdom at critical points in a
member's career development. Designed to foster formal facilitated mentoring connections to
help mentees grow and advance their careers, the programs provide support through
individualized attention. You may ask your conference mentor to meet you at the Assembly
membership meeting and facilitate introductions to members with similar interests.

- The <u>Assembly Apprenticeship Programs</u> are designed to provide early career assembly members with an opportunity to be directly involved in guiding the future of ATS. Apprentices may serve with either the Program or Planning Committee. Under the mentorship of a committee member, Apprentices will get a "behind the scenes" look at the operations of their assembly while developing skills for evaluation of committee applications and development of committee projects. Committee Apprentices may have the opportunity to "graduate" into full Committee membership in the year following Apprenticeship.
- Each year, the CP Assembly hosts an early career luncheon. This typically has a panel of 3-4 senior ATS members who have or previously held leadership positions within the Assembly. The luncheon is small (about 30 attendees), so it is a great time to get to know the panelists better, network, receive career mentorship, ask questions, and learn strategies to get more involved with ATS. Sign up is typically in March, so keep an eye out for an email from ATS.

Other ways to get involved:

<u>Working groups</u> facilitate effective collaboration between Assembly Executive Committees and Assembly Members in a particular area within the Assembly. This is a smaller group of members who are working on a specific issue or focusing on the promotion of a specific group. All members are welcome and encouraged to join a working group. See the CP Working Groups below:

1. CP Early Career Professionals (ECP) Working Group

The Working Group goal is to identify opportunities and help young professionals become engaged in ATS through:

- Cooperation with the program committee to place young members as facilitators and moderators
- Cooperation with other working groups to place young members on statement and guideline committees
- Provide networking opportunities
- Provide educational outreach on topics relevant to members
- Encourage career development and advising
- Recruit interested members to work on upcoming CP Assembly projects. Examples include:
 Quick Hits, Journal Clubs, Social media outreach, Newsletters, Podcasts

The co-chairs of the CP ECP Working Group are Lida Hariri, BS, MD, PhD and Karin Provost, DO, PhD.

2. Women in CP Working Group

In an effort to promote the accomplishments of the women in our assembly, the goal of this working group is to

- increase the visibility of our women and highlight their achievements.
- The group consists of junior and senior members from around the country who are all motivated to help women succeed in their careers.
- All men and women are welcomed and encouraged to join.

The co-chairs of the Women in CP Working Group are <u>Jessica Bon, MD, MS</u> and <u>Rupal Shah, MD, MSCE</u>.

3. The CP **Industry Working Group** works to build collaborative relationships with our partners in industry. The co-chairs of this group are <u>Mary E Strek, MD, ATSF</u> and <u>Antonio Anzueto, MD, ATSF</u>.

<u>Committees</u> within the ATS are in place to perform and oversee specific aspects of ATS activities. If you are interested in joining a CP committee, please <u>contact the chair</u> of the committee.

The **Planning Committee** is responsible for developing the long-term strategy of the CP Assembly. It is the place where members can have input into future projects and activities. The chair of the Planning Committee is Bradley Drummond, MHS, MD, ATSF.

The **Program Committee** is responsible for organizing the CP Assembly Program of the International Conference. Clinical topics, clinical workshops, evening and pre conference postgraduate sessions and the review and organization of presentation of close to 1,000 abstracts are the major activities of this committee. The Chair of this committee is <u>Maryl Kreider</u>, <u>MD</u>.

The **Nominating Committee** is responsible for selecting a slate of candidates to serve on leadership positions within the CP Assembly. The chair of this committee is <u>Jill A.Ohar, MD</u>.

The **Executive Committee** provides oversight for all CP Assembly functions. It convenes monthly to discuss Assembly issues and to foster the development and integration of all Assembly activities. The chair of the committee is MeiLan K. Han, MD, MS.

The **Web Committee** is responsible for maintaining the website, social media, and podcasts. This committee is always looking for enthusiastic members. The chair of the committee is <u>Burton W Lee, MD</u>.

PRESENTING AT ATS, aka How to Get your Proposal Accepted

Proposals for Sunrise Seminars, Meet the Professor Seminars, Scientific Symposia, Thematic Seminar Series, and Postgraduate Courses are due at the end of June. So, if you are planning to submit one of these proposals, it is a good idea to begin discussing ideas with colleagues at the conference and then get started working on the proposal immediately after the conference ends.

SUNRISE SEMINARS

Generally aimed at early career faculty at the Lecturer, Instructor or Assistant Professor level. Some graduating senior fellows who are highly qualified may also consider submitting a proposal. These are one-hour, focused presentations in a small group session (30 people) and can be either clinical or research related. The seminar can be a single speaker for 60 minutes or multiple speakers with shorter time blocks that add up to one hour. Once you have identified a topic of interest, you will then need to choose which Assembly to submit your proposal to. Please see the section on how the Assemblies are structured here. If you have questions as to which Assembly would likely best receive your proposal. Submitted proposals are then reviewed and ranked by the Assembly Program Committee. Only the highest scoring submissions will be programmed into the final ATS Program. You should be notified sometime in February if your proposal was accepted. You will not receive any notification if it was not accepted. Participants will need to register and pay for this conference, and it may be cancelled by ATS if not enough people register. Breakfast is served to all registrants and the speaker.

MEET THE PROFESSOR SEMINARS

Similar to the Sunrise Seminars, these are one-hour presentations of a focused topic given to a small group of 30 people who have paid to attend. Seminars can be a single speaker for 60 minutes, or multiple speakers with shorter time blocks that add up to one hour. These presentations should be submitted by those at the Associate Professor or Full Professor level. Late stage Assistant Professors with multiple years of Sunrise and Symposia presentation experience at ATS already and who have received high feedback scores on those sessions will also be considered. Notification of acceptance of these submissions will be in a manner similar to the Sunrise Seminar submissions. Lunch is provided to the registrants and the speaker.

SCIENTIFIC SYMPOSIA

These are highly competitive submissions for a two-hour ballroom style presentation with multiple speakers. Each scientific symposium consists of four to six presenters speaking for 15-20 minutes. These proposals should include a broad reach of presenters including male, female, junior and senior faculty, US based and international faculty, and ideally a non-racially homogeneous speaker panel. These submissions are more competitive if they can overlap multiple Assemblies (i.e. Pediatrics and Sleep, or Sleep and Clinical Problems, Clinical Problems and Critical Care, etc.). Each Assembly has a set number of Symposia slots that they are allowed to fill in the final ATS program. There is no cost for these seminars.

WORKSHOPS

These seminars are a 90-minute session held during the lunch hour. It is typically a lecture format for a smaller group—registration is limited to 100 attendees. Note that a separate registration and an additional fee are required for attendees.

POST GRADUATE COURSE

Postgraduate Courses consist of an entire day of lectures, with or without breakout sessions for case studies, hands-on skills acquisition or other small group activities. Each Assembly has an even smaller number of slots allotted to these courses compared to the other types of seminars, so the programming of these proposals is extremely competitive. The same considerations for a mix of male/female, junior/senior, US/International faculty and a non-racially homogeneous speaker panel will increase the competitiveness of the submission. These submissions are generally for established faculty with experience presenting at national meetings.

POSTER SESSION FACILITATOR

Serving as a thematic poster session, poster discussion, or mini-symposium facilitator is a great way to get involved and network with others in your specialty. In order to volunteer for this, you can email the current CP program chair with an area of expertise or <u>click</u> here.

Other Conference Opportunities

The membership committee of ATS plans a Diversity form and a Women's forum each year. These are open to all members and a great place to network, hear from an inspiring speaker, and learn important career development tools.

The Members in Transition and Training (MITT) committee has a <u>website</u> dedicated to early career professionals, with specific content depending on the level of training. Additionally, there is a career development series held at the conference.

Maximizing your Conference Experience

ATS can seem overwhelming given the large number of attendees and many sessions. Preparing for the conference ahead of time can make it more productive. First, going through the program to identify the highest yield sessions for you (depending on if you want to focus on a specific content area, or review a broad range of topics). Second, identify experts or colleagues in the field that you want to meet. If possible, arrange meetings ahead of time (most prominent ATS members have a very full schedule by the time the conference rolls around). You can use your ATS mentor to facilitate introductions, if applicable. If this is a connection you would like to make during the meeting, identify which sessions the person is speaking at, attend and listen carefully, and either introduce yourself and ask a question during the session or if able, go up to the speaker and again introduce yourself by first and last name and institution. Thank them for their talk and then provide a brief summary of why you found the talk relevant to own career. This should take no more than two minutes. Finally, after the meeting, send a brief note to the person with a very specific comment about your conversation followed by a request (advice, committee position, sharing resources, etc.). Although this may feel uncomfortable, members are very receptive to meeting new people and developing connections. This is often the most enjoyable part of the meeting.