



10 Tips for AAMC GWIMS Representatives and Additional Members

1. Serve as/create a support system for other women faculty:

You don't have to be alone! Encourage other women at your institution to become Additional Members, and expand your support system. Develop your GWIMS team to develop information and resources.

2. Facilitate scheduled women faculty interest meetings:

Solve issues and share ideas through a regular meeting of the faculty. Consider specific challenges that face women faculty and have discussion groups related to the topics.

3. Facilitate networking events for women faculty and trainees:

Have you considered... inviting one of your medicine and science leaders to speak at a brown bag lunch session? How about inviting an outside leader from another school such as the Business, Law, Graduate or Nursing School?

4. Connect with other local women's groups and or the community:

Are there other organized women's groups on campus or in your specialty? Help develop relationships with partner organizations who share some of the same goals and ideals.

5. Disseminate GWIMSWatch, the GWIMS electronic quarterly newsletter, to faculty and trainees at your institution:

Have you considered organizing a brown bag lunch session to discuss the most recent issue of GWIMSWatch? Have you thought about encouraging your colleagues to submit articles to GWIMSWatch?

6. Facilitate institutional representation at EWIMS, MIDWIMS, and other AAMC meetings:

If you haven't done so already, have you considered applying to the Early Career or Mid Career Women Faculty Professional Development Seminars? Or, have you considered encouraging a colleague to apply?

How about attending the Group on Faculty Affairs Professional Development Conference, other Group meetings, or the GWIMS-sponsored sessions at the AAMC Annual Meeting?

Submitting a poster for the GWIMS poster session? Contributing your experience and ideas in person at GWIMS Connect (formerly known as the GWIMS Business Meeting)?

These meetings are designed to provide skills and opportunities to network.

7. Encourage mentorship for women faculty:

Have you considered... Creating an alumni group of AAMC Early/Mid Career attendees? Or, involving your alumni in “giving back” the skills and knowledge to the house staff, post docs, junior faculty and emerging leaders at your organization?

8. Nominate women for awards and leadership positions:

Do you know a woman leader who has had impact on promoting women, minorities, initiatives...? The [AAMC Group on Women in Medicine Leadership Award](#) recognizes both individuals and organizations.

9. Arrange annual regional opportunity to get together with other GWIMS representatives and members:

Develop a roster of interested individuals from your home and neighboring institutions. Develop some regular way to communicate or connect with each other. Share ideas.

10. Promote women invited speakers at your institution:

How many times do you walk into a room and find few women speakers? It is time to get organized with your specialty or research arena to promote full participation of both men and women.

Additional Tips for GWIMS Designated Representatives:

1. AAMC Women in U.S. Academic Medicine Benchmarking Report:

Get to know the Faculty Roster Representative(s) at your organization! Every other year, the GWIMS designated representatives and Faculty Roster Representative(s) at each fully accredited U.S. medical school are encouraged to collaborate in collecting data and completing the survey for the biennial report. To find out who the Faculty Roster Representative(s) at your institution is, email gwims@aamc.org

Use the annual *AAMC Women in U.S. Academic Medicine Statistics and Medical School Benchmarking Survey* to track women’s representation in your organization. Use this resource to educate faculty and staff about where your organization stands in comparison to others, to underpin your professional development activities, and to compare local outcomes with national trends. The current report and the archive are available [here](#).

2. Check-in with other AAMC Group representatives and the leadership at your organization:

Consider the Group on Faculty Affairs (GFA) and Group on Diversity and Inclusion (GDI) representatives as natural partners for the GWIMS representative. Expand your circle to include the Group on Graduate Research, Education and Training (GREAT) if your interests include research and science. Consider networking with women leaders in your organization for information exchange and sharing of best practices in leadership. Need help identifying AAMC Group representatives at your organization? Email gwims@aamc.org

Partner with your organization’s Office of Faculty Affairs. Get involved in disseminating the impact on the organization when women faculty are recruited and leave. Ask to be involved in participating or creating exit interviews for women faculty. Ask to participate in search committees to bring your expertise to the selection of faculty and staff. Consider celebrating and honoring Women faculty in your organization.

Meet with your leadership: Are you keeping your circle of leadership in the information loop with regards to the GWIMS agenda? Consider a regular report to the leadership to maintain visibility and document outcomes and impact. Are you in the loop of your organization’s agenda and priorities? Creating alignment between both is crucial to achieving outcomes and having impact.