



AMERICAN ACADEMY OF PSYCHIATRY AND THE LAW

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American Academy of Psychiatry and the Law (AAPL)

Position Description

Course Director, Forensic Psychiatry Review Course

The council of the American Academy of Psychiatry and the Law believes that the function of the Course Director of the Forensic Psychiatry Review Course is essential to the educational mission of AAPL which includes a commitment to excellence in practice, teaching, and research in forensic psychiatry. The following job description has been developed based on this philosophy.

A. Qualifications for the Forensic Review Course Director

- a. Be an AAPL member in good standing and actively engaged in the practice of forensic psychiatry.
- b. Be board certified by the American Board of Psychiatry and Neurology (ABPN) in Forensic Psychiatry

- c. Have knowledge, skills and broad experience in forensic psychiatry education (e.g., forensic psychiatry fellowship program director, associate program director, or member of the core faculty; AAPL review course faculty member; etc.).
- d. Demonstrate administrative experience in developing, organizing, and overseeing educational programs and participating faculty/presenters.
- e. Demonstrate the ability to utilize applicable educational technologies including adapting program content to virtual settings (e.g. VAPPL) as needed.

B. Responsibilities of the Forensic Review Course Director

- a. Develop and manage the annual AAPL Forensic Psychiatry Review Course and related materials including the program brochure and syllabus in collaboration with the AAPL Executive Office.
- b. Ensure the Forensic Psychiatry Review Course maintains up-to-date educational content applicable to forensic mental health professionals including those preparing for ABPN certification and other related examinations.
- c. Remain knowledgeable about evolving ABPN certification and maintenance of certification requirements and adapt review course content and structure as appropriate to meet the needs of attendees.
- d. Ensure the Forensic Psychiatry Review Course continues to meet the requirements set forth by the American Council of Continuing Medical Education so that Continuing Medical Education (CME) credits can be awarded for the review course.
- e. Select and supervise Forensic Psychiatry Review Course faculty/presenters, ensuring appropriate educational qualifications, expertise, and effectiveness in teaching.
- f. Promote diversity, equity and inclusion among Forensic Psychiatry Review Course faculty, reflective of course attendees and AAPL membership.
- g. Provide bi-annual program reports to the AAPL Education Committee, including a plan for continuous quality improvement that is responsive to course participants' feedback.
- h. Plan for anticipated annual, in-person Forensic Psychiatry Review Course sessions through October 2025, while maintaining flexibility for virtual options.
- i. Ensure the financial sustainability of the Forensic Psychiatry Review Course in coordination with AAPL Treasurer.
- j. Regularly obtain and review feedback from course attendees and make adaptations to the program as appropriate.

C. Organizational Structure

- a. The Course Director reports directly to the Education Committee and receives administrative support from the Executive Office.

D. Term of Office

a. 10 years with the possibility of reappointment to additional terms, at the discretion of AAPL Council. AAPL Council, at its discretion, can choose to end a term-of-office prior to expiration of the term.

E. Remuneration

This will be decided by AAPL Council. Please note that this position is not a salaried position.

F. Expenses

This will be decided by AAPL Council.

Application Process

This announcement is being made by email, posted on the AAPL website, and in the AAPL Newsletter.

Deadline for applications is August 1, 2022. Applications must be emailed to the Executive Office office@aapl.org.

Letters should consider the following and be accompanied by a full C.V.:

1. Vision for the AAPL Forensic Psychiatry Review Course.
2. Goals as Program Director for the Forensic Psychiatry Review Course.
3. Why the applicant is suited for the position.

Applications will be reviewed, and selected applicants will be interviewed by a Task Force that will determine the final candidates to be approved by the AAPL Council.

Interviews will be held via Zoom prior to the 2022 AAPL Meeting.

Letters of support will not be considered.