



ACGC Program Director/Co-Director Biosketch Format (Approved by BOD: January 2024)

GC Program Director/Co-Director BIOGRAPHICAL SKETCH

Follow this form only for Program Directors/Co-Directors (other leaders should use a separate biosketch form)

DO NOT EXCEED FOUR PAGES

NAME:

INSTITUTION POSITION TITLE:

GC GRADUATE PROGRAM POSITION TITLE:

EDUCATION/TRAINING: *(Begin with baccalaureate or other initial professional education. Note: all Program Directors/Co-Directors must have a master's degree in the discipline of genetic counseling)*

INSTITUTION AND LOCATION	DEGREE <i>(if applicable)</i>	Completion Date MM/YYYY	FIELD OF STUDY

A. Please indicate how you meet all qualifications for the Program Director/Co-Director position (Standard A.2.2.2). *Be certain to address how (A2.2.2d) you have at least five years of experience as a certified genetic counselor with a minimum of three of which must be in a patient-facing role (clinic or research); (A2.2.2e)8a- have been the course instructor/instructor of record for at least six credit hours of post-secondary education; (A2.2.2f) will be available for program administration year-round; (A2.2.2g) have or will complete two hours per year of continuing training/coursework in curriculum design, assessment, evaluation, or educational andragogy; (A2.2.2h) If becoming a program director for the first time, please also address how you have completed at least 10 hours of training/coursework in curriculum design, assessment, evaluation, or educational andragogy, within the last 10 years; and (A2.2.2i) how you have provided fieldwork supervision for at least five genetic counseling graduate students for a minimum of 500 total contact hours in the last 10 years.*

B. Please document training, workshops or other experiences related to: *(A2.2.2j) Leadership, professional development, management, mentoring, academic advising, and andragogy including training in course development, learning assessment, teaching and leadership, and diversity, equity, inclusion, and justice. If you will be asked to teach an online course, please list completed training and/or education related to distance learning.*

- C. Please include a brief statement of expertise, experience and/or skill set(s) that will help you complete the tasks and responsibilities assigned as part of this leadership position (Standard A2.2.3).**
- D. Please outline the proposed program leadership Full Time Equivalents (FTEs) and list the number of students in each cohort over the next 3 years. (Standard A2.4.1)**
- E. Please list course title(s) that you will teach: (if you will not teach courses, please write NA)**
 - I. Please include a brief statement of expertise and/or skill set that you offer for students taking the course(s) you are responsible for teaching:*
- F. Positions, board certification, and honors (include dates):**
 - I. Positions and employment:*
 - II. Board certification:*
 - III. Honors:*
- G. Professional activities (Within the last 5 years):**
- H. Research, funded grants and/or scholastic endeavors including accepted abstracts and other publications: (Please only include accomplishments from the last 5 years):**