

## **COMMITTEE ON CONVENTIONS AND CONTINUING EDUCATION**

### **WHY DOES THIS COMMITTEE/COUNCIL EVEN EXIST?**

The Committee on Conventions & Continuing Education exists to develop programs that will enhance camaraderie and the dentist's ability to provide quality dental care to the public with sufficient scientific programs to successfully fulfill up to 18 hours of continuing education credits to apply toward biennium requirements for re-licensure. This includes the Florida Dental Convention, webinars, Diagnostic Discussions in Today's FDA and maintaining the online CE catalog.

### **“JOB DESCRIPTION”: WHAT IS EXPECTED OF ME?**

*General Responsibilities of a Committee on Conventions & CE member:*

- Regularly attend three planning meetings
- Attend and work at the Florida Dental Convention (Wednesday - Saturday)
- Be available for periodic conference calls
- Be abreast of the latest CE topics and speakers
- Lend knowledge and guidance to FDA staff in designing the convention experience, online CE, CE broker and other CE related activities.
- Help procure sponsorship for the FDC
- Scout other dental meetings
- Promote FDC at the component level

### **WHAT WILL I GAIN BY DEDICATING MY TIME AND TALENTS (What's in it for me?)**

By being a member of the C-CCE you will be exposed to high quality CE and speakers. You will gain an understanding of meeting planning and the multitude of areas that go into planning such as marketing, timing, audio visual, food and beverage and attendee experience. You will have the opportunity to shape the CE offered during FDC and improve the overall attendee experience and receptiveness. If you would like your headshot to be included on the FDA website, please send a JPEG image to [lbell@floridadental.org](mailto:lbell@floridadental.org).

### **SERIOUSLY, I'M REALLY BUSY! HOW MUCH TIME WILL THIS TAKE?**

As a member committee member, there are three, one-day in person meetings that take place in Orlando at the Gaylord Palms Resort & Convention Center. In addition, committee members are required to be onsite from Wednesday at noon to late Saturday during the convention. Committee members may be asked to go to their local or district meetings for promotion purposes. If you are a sub-committee volunteer (workshop, table clinics or hosting) there may be additional time (mostly 3 months prior to the convention) for preparation. This may be a few hours a month on average.

### **WHAT ARE THE TERMS OF THIS COMMITTEE/COUNCIL?**

Appointments are for a three-year term and you may serve unlimited terms.