

# American Urological Association

## Job Description - Historian

### POSITION TITLE:

- I. American Urological Association – Historian

### II. BASIC FUNCTIONS:

As official biographer of the Association (American Urological Association, Inc. and American Urological Association Education and Research, Inc.), the historian maintains records pertinent to the history of the Association, prepares a twice-yearly summary report, and periodically provides updated highlights for publication. The Historian is a recognized urologist who must demonstrate leadership and diplomacy and is or has been involved with AUA's governance structure (History Committee, and Section Secretaries Membership Council). The Historian's primary focus is to collect and document the history of the AUA as well as the specialty, with a long-term view of the Didusch Center for Urologic History and its strategic plan.

### III. SERVICE TERM/HOURS

The Historian is a compensated position, appointed by the AUA President for a four-year term (renewable once). The expectation of work constitutes approximately 3-4 hours per week. Geographic proximity to the AUA is not a consideration for this position. Historian-elect (uncompensated) will serve June 1, 2023 – May 31, 2024 and serve as Historian June 1, 2024 – May 31, 2028.

### III. MAJOR RESPONSIBILITIES:

#### Biographer

- Prepares biannual report to the Section Secretaries Membership Council assessing AUA's events and activities (e.g., significant Association developments, major achievements, photography, etc.).
- Supports all AUA Sections to obtain and preserve information of historical significance to the national AUA.
- May interact with urology subspecialty societies to document matters of AUA/Society historical interest.
- Ensures that written materials, photographic and video materials pertinent to the history of urology are preserved.

#### Marketing and Promotions

- Represents museum to PhrMa and other museums and institutions.
- Solicits donations/loaned items from other collections and industry.

#### Publications

- Writes or assures articles are written for "Giants in Urology" feature for AUA News.
- Oversees and writes for quarterly Didusch Newsletter, "The Scope of Urology".

#### International

May represent the William P. Didusch Center for Urologic History at the following International History of Urology meetings:

- European Association of Urology
- International History of Urology Congress

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### **Administrative Functions**

- Relies on staff liaison for administrative support and for participating in strategic planning for overall history activity and trends affecting Didusch Center, which are presented to the SSMC.
- Provides strategic direction to Annual Meeting Curator on Annual History Exhibit.
- Maintains regular communication with AUA staff in strategic planning of Archives functions (e.g., preserving Association records, developing searchable database records).
- Understands trends and changes impacting Didusch Center budgets.
- Reviews artifacts, books, pictures, etc. housed in the Didusch Center for Urologic History.
- Works with Museum and Archives Manager on Headquarters/other exhibits, involving exhibit topic specialists as needed.

Key Staff Contacts: Annual Exhibit Curator, Museum and Archives Manager, Senior Manager Corporate Communications & Media Relations

### **Committee Service**

- Chair of History Committee and the Academic Work Group of the History Committee
- Co-Chair with Annual Curators, Collections and Exhibits Work Group
- Voting Member of Section Secretaries Membership Council (SSMC). Attends two SSMC meetings.
- Submits nomination for the William P. Didusch Art & History Award to the AUA Awards Committee for consideration.

### **AUA Annual Meeting and Leadership Roles**

- In coordination with Secretary, manages review/reviewers of History of Urology Forum abstracts to develop History of Urology Forum program.
- Coordinates logistics of History Forum with AUA Museum, Conventions and Publications staff.
- In conjunction with Annual Meeting Curator, selects and invites the History Forum Bicknell Lecturer.
- In conjunction with Annual Meeting Curator, selects and invites the Medical Ethics Debaters at the History Forum debate.
- Co-moderates History of Urology Forum program with Annual Meeting Curator and documents materials presented.
- In conjunction with AUA History Committee and Museum Team, selects Annual History Exhibit theme and curator.
- Hosts attendees to the Annual Meeting History Exhibit.
- Oversees and hosts Booth Talk Program at Annual Meeting History Exhibit.
- Acts as liaison with Industry Supporters of History Booth.
- Promotes AUA and Urology history to membership and public.
- Prepares and presents necrology report at the AUA Annual Business Meeting.
- Coordinates the presentation of eulogies of any Past Presidents who have passed away since the last Annual Business Meeting.
- Networks with other collectors of urologic instruments/artifacts.

### **Personal Traits/Expertise**

- Cultural awareness, broad perspective
- Relationship and consensus builder
- Enthusiastically articulates genuine interest in AUA and Urology History
- Active member of other urological/historical associations

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### **IV. QUALIFICATIONS:**

- Urologist and AUA Member
- Must have a demonstrated interest in and knowledge of AUA History (e.g., prior Board of Directors member, Section Historian, Section Officer or experience on AUA committees, etc.).
- Complies with applicable laws, regulations, bylaws, policies and Code of Ethics.
- Must have the ability to act as Chair of History Committee and oversee history related projects.
- Must be available for frequent communication with members of the SSMC and staff via email/text/phone.
- Must have writing experience and desire to compose correspondence, articles and reports.