

ABM Special Interest Group (SIG) Policies & Procedures

1. Member Recruitment and Advertising
 - a. Only ABM members are permitted to participate in SIGs, with the exception of:
 - i. The Annual International Meeting, where nonmembers can attend and get acquainted with the group.
 - ii. If the activity or event is fulfilling an ABM annual deliverable requirement that has been specifically advertised to non-members.
 - b. SIGs will have their own MyABM page
 - c. Groups may not establish exclusionary criteria for membership in a SIG

Annual deliverables for each SIG:

1. Two outreach items to be accessed by all ABM members and possibly by non-members (small fee for non-member attendees). Examples include:
 - a. Hosting a coffee chat
 - b. Webinar
 - c. Blog or newsletter article (consider publication in multiple languages)
 - d. SIGs are not allowed to start social media accounts or pages on the SIG's behalf, as this is a members-only benefit.
2. Brief Board report for annual meeting – submitted to SIG Oversight Chair prior to Annual Meeting to be shared during Board Meeting

Proposing the creation of a new SIG:

1. Criteria: interest area must fall within the scope of the Academy of Breastfeeding Medicine and the focus does not overlap an area covered by an existing SIG
2. Two founding members should agree to be responsible for the formation of the SIG and must be current ABM members. The two founding members will serve as the inaugural co-chairs if the proposed SIG is approved
3. Written proposal must be submitted to SIG oversight chair at abm@bfmed.org and should include name of the group, contact information, and proposed leadership
 - a. This proposal will provide the SIG statement, detail the current need for the SIG, and describe the initial proposed goals and benefits to the ABM community
 - b. Five (5) current ABM members representing at least 2 separate institutions must support the creation of a new SIG and commit to being a member of the proposed SIG
4. New SIG creation will be confirmed by the ABM Board of Directors
 - a. The new SIG should plan to host the initial meeting within three months of approval