



THE EARLY CAREER NEUROPSYCHOLOGIST COMMITTEE THE SOCIETY FOR CLINICAL NEUROPSYCHOLOGY | APA DIVISION 40

Welcome! The following Early Career Neuropsychologist Committee (ECNPC) Representative Primer is an introduction to the ECNPC Representative Network and your role as your state's ECNPC Representative. As you know, in 2018 the ECNPC established this national network of state-based early career representatives with the following primary purposes:

- To offer an opportunity for entry-level experience in national governance in The Society for Clinical Neuropsychology (SCN).
- To recognize, retain, and promote talented and motivated individuals in SCN and its larger parent organization, The American Psychological Association (APA).
- To create new and more local opportunities for SCN members to gain information and assistance in issues pertinent to early career, including: professional networking, mentorship and support, work-life integration, licensure and credentialing, board certification, and more.

Note that this position is only available for individuals of early career status, which APA defines as the 10-year period after completion of the doctorate degree. So, anytime from fellowship through the next ten years means you are an early career neuropsychologist. There are a few additional eligibility criteria to consider:

- Required eligibility criteria include early career status (as outlined above), licensure within state of residence, and active dues-paying membership status within The Society for Clinical Neuropsychology (APA Division 40).
- Preferred eligibility criteria include board certification in neuropsychology, previous governance experience, and active dues-paying membership status within The Society for Clinical Neuropsychology (APA Division 40).

As an ECNPC State Representative, you are allowed the flexibility and creativity to adapt your role to state-level needs. As a representative, your role could include activities like setting up local meet-ups, facilitating mentee-mentor matches, liaising with your state psychological organization, alerting others to pertinent CE or other learning opportunities, and much more. Representatives, in turn, will benefit from resources and events geared specifically to their own needs - sponsored and hosted by the national ECNCP committee. To that end, below are a number of tasks to help you get started in your new position as an ECNPC State Representative. Additional information about the ECNPC Representative Network can be found online [here](#), and any further questions may be sent to the ECNPC Membership Officer at ecnpc.scn@gmail.com.



REPRESENTATIVE PRIMER

EARLY CAREER NEUROPSYCHOLOGIST COMMITTEE | SCN (APA DIV 40)

Join The Society for Clinical Neuropsychology (SCN), and consider active membership in The American Psychological Association.

- If you are not already a member of SCN, know that being your state's ECNPC Representative does require SCN membership. You can join or renew online [here](#).
- Although APA membership is not required to become a member of SCN, we feel that it is critical to be involved with our overarching professional organization for a number of reasons. APA is highly involved in the oversight and accreditation of doctoral, internship, and fellowship training programs. Further, APA expends a great deal of financial and professional resources advocating for psychology and for neuropsychology. Remember the recent changes in assessment billing codes? These were advocated for through APA and would not have been accomplished without the large amount of professional and personal investment dedicated by neuropsychologists who believe in the importance of maintaining APA membership and involvement. You can learn more about it online [here](#).

Review eligibility criteria and open slates by visiting the ECNPC portion of the SCN website [here](#). Be sure to confirm all information with the ECNPC Membership Officer at ecnpc.scn@gmail.com.

- Do not let the preferred eligibility criteria scare you away from applying! We have found that individuals without prior governance experience find this role an excellent way to gain that experience and many have served very well.
- If no opportunity is currently available, fear not! SCN also sponsors a volunteer program, and committee slots open up quite frequently. In SCN, we place high value on recruiting new individuals into the organization.

Complete the ECNPC State Representative Application. Email a copy of your application, curriculum vitae, and one letter of recommendation to the ECNPC Membership Officer at ecnpc.scn@gmail.com.

- Complete the ECNPC Representative Application [here](#). Make sure your curriculum vitae is up to date. For your letter of recommendation, consider asking a prior supervisor or a leader in your department who is familiar with your work. The letter does not need to be particularly long or detailed but could reference your training background, current work, and any prior governance work or service roles within your organization or the community.
- Email all materials to the ECNPC Membership Officer at the address indicated above. Please respond promptly to any return communication from ECNPC regarding your application and any next steps.

Visit the SCN and APA websites and become familiar with what these organizations have to offer. Join and contribute regularly to the ECNPC listserv and Facebook group.

- Bookmark the SCN, APA, and ECNPC webpages and be sure to visit each often. Encourage early career neuropsychologists in your state to do the same.

- Remember that you are now considered a role model for other early career neuropsychologists, and are expected to conduct yourself in a professional manner. This role entails a higher level of activity within your state and on SCN and ECNPC media including Twitter, Facebook, listserv, and conference events; we encourage you to start conversations, contribute information and materials, share pertinent events and resources, and foster a positive and interactive environment for others more generally.

As a final step, assess and respond to the needs of early career neuropsychologists in your state. Seek the assistance of the ECNPC and other representatives as needed.

- There are no “hard and fast” rules as to which activities an ECNPC State Representative elects to engage. This was an intentional decision, designed to allow for some flexibility and creativity as each Representative designs their own state-based program and resources.
- Gauge the level of interest in APA, SCN, and ECNPC in your institution and among your local colleagues. Ask around and see what some of the early career concerns are, and where individuals are currently turning for information or mentoring. If a formal survey would allow you to more efficiently gather and sort through this information, go for it!
- Notify your state psychological association about your role as an ECNPC Representative, and what your new role entails. If necessary, educate these individuals about ECNPC and SCN and/or neuropsychology more broadly. Ask about potential means for advertising your activities in your state, to attract new individuals to the group. Introduce yourself to these individuals as your state’s ECNPC Representative. Let them know how you see yourself serving them as their Representative. Ask for their feedback as to what they’d like to see in an ECNPC State Representative.
- Assist members in becoming more engaged in the wide neuropsychology community by: 1) joining APA; 2) joining SCN; 3) visiting and bookmarking the SCN and ECNPC webpages; and 4) join and introduce yourself on the ECNPC listserv. Encourage members to regularly contribute to the listserv and visit the website and social media.
- Set up an email distribution list of interested neuropsychologists within your state. On a regular basis: email updates, remind members of upcoming conferences and state events (e.g., case conferences, grand rounds, and so on), continue conversations begun in the listserv and Facebook pages to tailor it to local needs, and get feedback on local issues.
- Consider setting up times to meet in-person or virtually with other neuropsychologists in the state to discuss issues or just socialize! Meeting topics could vary widely depending on the needs of the state, ranging from journal article readings/discussion, social events such as virtual happy hours, in-person dinners or lunches, or discussions/presentations by neuropsychologists or other professionals.
- During your term as your state’s ECNPC Representative, locate other early career neuropsychologists in your state who may be interested in taking over your position when you vacate it. Help sponsor them into the role if they are selected by the ECNPC – it is vital that your network stay intact.
- Regularly attend national conferences, including APA, in addition to other conferences specific to your interests. Participate in SCN and ECNPC-sponsored events at these conferences.

The next page contains an ECNPC State Representative start-up checklist that condenses the above information, for your convenience. Please use the primer and checklist to get started. If you have any further questions, contact ECNPC.



START-UP CHECKLIST

EARLY CAREER NEUROPSYCHOLOGIST COMMITTEE | SCN (APA DIV 40)

NOTE: Please read the ECNPC State Representative Primer in its entirety before utilizing this form. This checklist is **not** meant to replace the primer, it is merely a summarization of steps outlined in the primer to facilitate your start-up process. All documentation and communication should go through the ECNPC Membership Officer at our email address: ecnpc.scn@gmail.com.

- Ensure that you are an active, dues-paying member of The Society for Clinical Neuropsychology (SCN/APA Division 40). Consider becoming an active, dues-paying member of The American Psychological Association.
- Check that you meet all eligibility criteria and that your state's slate is open [here](#). Confirm all information by emailing the ECNPC Membership Officer,
- Complete the ECNPC State Representative Application, located [here](#). Email a copy of your completed application, current curriculum vitae, and one letter of recommendation to the ECNPC Membership Officer. Respond to any communication promptly.
- Join the ECNPC listserv, Facebook group, and Twitter feed. Contribute regularly, and prompt your local SCN members to do the same.
- Visit and become familiar with the APA, SCN, and ECNPC webpages. Be sure to bookmark it and visit it often to check for updates. Encourage your local SCN members to do the same.
- Introduce yourself to your state's psychological association. Ask about ways you could network within this organization, interface between this organization and SCN and ECNPC, and/or potential avenues to advertise your presence to members.
- Assess and respond to the needs of neuropsychologists in your state. Ideas include developing a needs assessment, introducing yourself to local training programs, putting together local meet-ups, starting an email distribution list, and much more!
- For any questions or concerns, please email the ECNPC Membership Officer and don't forget to lean on the collective wisdom of other Representatives!