University of Queensland Medical Society Inc.

Position Description

ES Meyers Memorial Lecture Convenors Elect

About the UQMS

The University of Queensland Medical Society, established in 1936, represents over 1800 medical students and is one of the most successful student organisations in Australia. The UQMS is a student-run, not for profit, incorporated association that operates independently of the UQ Union, administered by a Management Committee. Each member of the Management Committee is elected for one calendar year and oversees the administration of the Society, receiving crucial support from dozens of volunteer social and community convenors, academic representatives, subcommittee members, and overseeing officers.

About the Lecture

The Errol Solomon Meyers Memorial Lecture is by far the most important academic event on the UQMS calendar. The Lecture has evolved, from humble origins, into a celebrated tradition with a proud history. The importance and prestige of the Lecture cannot be done justice by any description – only by turning to the list of past speakers can we adequately comprehend this. Here we find fifty-two extraordinary human beings of international repute, including Sir Edmund Hillary, Imran Kahn, Lord Winston, Peter Doherty, Victor Chang, Fiona Wood and Jeffrey Archer.

Duties, Roles & Responsibilities of the Convenors

1. ***Suitable choice of speaker***
2. ***Marketing of the event***
3. ***Venue and speaker logistics***
4. ***Budgeting of the event***
5. ***Assistance with the 2018 ES Meyers Lecture both before, during and after the event.***

Desirable candidate attributes

The prospective candidate should consider the following desirable candidate attributes:

- **Interest, Knowledge and Vision**
- **Professionalism**

- **Previous event management experience**
- **Involvement in the UQMS**
- **Be in 1st, 2nd or 3rd year of the MD Program**

Applications

If you wish to apply, you will be required to complete the following:

1. Ensure you are an ordinary (full) UQMS Member
2. Ensure you are eligible for nomination as per By-Laws (Electoral and Voting) of the UQMS.
3. Fill out Form 4: Group Nomination for Appointment and submit an (optional) 100 word statement outlining your experience and vision for the position based on the position description, by emailing elections@uqms.org.
4. Potential candidates are advised to contact the President to discuss the role at president@uqms.org. Importantly, the President can put you in contact, where possible, with the 2017 and 2018 representatives to discuss the role.
5. Please see www.uqms.org/elections/ for Election timeline. No late submissions will be accepted.

Enquiries

For more information, please contact **UQMS Secretary** at **secretary@uqms.org.** For election specific enquiries, please contact the Electoral Officer at elections@uqms.org.

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