



# WAMSS

Western Australian Medical Students' Society

Subcommittee Applications  
2018

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# GENERAL INFORMATION

All positions are open for application with the release of this document.

**APPLICATIONS CLOSE: 11:59pm, 16<sup>th</sup> February 2018.**  
No late applications will be accepted.

The following subcommittees are open to undergraduate and postgraduate students.

WAMSS Elective and Exchanges  
Students in Health and Medical Research Conference WAMSS  
Mental Health  
Interhealth  
Red Party

The following subcommittees are only open to postgraduate medical students.

WAMSS Foundation  
AMSA

Please see the Applications section for how to apply for each position. If you have any questions about roles, please email the coordinators, officers or chair(s) as listed.

Applicants will be informed of the outcome within two weeks of the close of applications.

Thank you for consideration and enthusiasm to be a part of WAMSS and its subcommittees in 2018. We look forward to reading your applications and wish you the best of luck!

# WAMSS ELECTIVE & EXCHANGES

Western Australia hosts many international medical students each year who come to Perth to undertake their electives at the major teaching hospitals. These placements are organised through both the Faculty and through WAMSS, via the WAMSS Electives and Exchange Officer (WEEO). WAMSS students also participate in a similar scheme, undertaking electives all over the world through the International Federation of Medical Students' Associations (IFMSA). The WEEO and their subcommittee are responsible for coordinating the annual WAMSS Electives and Exchanges Photography Exhibition and launch night which showcases final year students' elective photographs.

## ROLE DESCRIPTION AND RESPONSIBILITIES

The WEEO is responsible for coordinating all activities associated with electives and exchanges within the scope of WAMSS, as outlined below. These positions are open to both undergraduate and current medical students.

### Deputy WEEO

- This role will assist the WEEO in the following:
  - Coordinating and organising a date, time and venue for the annual WAMSS Elective Photography Competition along with the WEEO
  - Managing applications from incoming medical students including liaising with the Faculty to arrange hospital placements and;
  - Organising accommodation for incoming students while they are in Perth
- From Monday 4 June to Friday 6 July the Deputy WEEO will become the Acting WEEO due to leave for rural GP placement
- Skills gained from this role include: management skills, oral and written communication skills, team skills and experience in liaising with third parties

### Welcoming Committee

- WAMSS receives a number of incoming medical students each year. Many incoming students travel alone and for them this is their first time to Perth
- Main role of the Welcoming Committee is to meet and greet incoming students
  - Committee members are encouraged to meet with incoming students for at least a couple of hours during their time here
  - If on placement at same hospital as incoming student, arrange a catch up to show incoming student around the hospital, with emphasis on facilities and pro tips (e.g. free hot chocolate)
  - Show incoming students tourist sites within Perth and other venues within Perth depending on incoming students' requests and interests

- NOT obligated to take students outside of Perth or around WA
- Commitments occur based on the availability of individual committee members and incoming students
- Skills gained from this role include: communication skills and team skills

### Publications Officers

- Publications Officers are responsible for designing and authoring a travel guide that will be distributed and used by incoming medical students
- The travel guide will outline major tourist attractions, popular venues for local students and provide practical information about Perth (e.g. transport)
- Joint applications will be accepted for this position

## APPLICATIONS

To lodge your application, please submit a document including the following to [weeo@wamss.org.au](mailto:weeo@wamss.org.au):

1. Your name, year group in 2018, phone number and student email
2. A PDF attachment addressing the following criteria
  - a. Positions that you are interested in applying for
  - b. Why you are motivated to be involved with the Electives and Exchanges Portfolio (200 words)
  - c. Previous experience and skills you may bring to the position(s) applied for and what further skills you would like to gain (300 words)
  - d. Any ideas you would like to implement to improve the Elective and Exchanges portfolio (200 words)

**Applications close 11:59pm, Friday 16<sup>th</sup> February 2018.** No late applications will be accepted.

Any questions about the application process, or subcommittee roles can be directed to the 2018 WEEO, Jonathan La, at [weeo@wamss.org.au](mailto:weeo@wamss.org.au).

# WAMSS FOUNDATION

The WAMSS Foundation is an advisory body comprising of up to ten members, whose objective is to propose, research and draft feasible long-term plans for the operations of the Association. In 2017, the Foundation published 'The Reflex' magazine, collected old WAMSS memorabilia and artefacts, surveyed associated and WAMSS members on their thoughts about the society and our events, and investigated optimal ways to spend our surplus funds. In 2018, the Foundation will continue to publish The Reflex magazine and release the annual WAMSS census, but will also be investigating ways to restructure WAMSS' finances and human resources to better serve the society into the future. Members will be able to serve a two-year term on Foundation with the option of reapplying. Members who graduate with time remaining will have the option of serving the remainder of their term after graduating.

## ROLE DESCRIPTION AND RESPONSIBILITIES

1. Applicants must be a current postgraduate medical student in at least their first semester of study. Students taking a gap year during the course of their medical degree are eligible to apply. Applicants may be members of the WAMSS Committee, but not members of the Executive.
2. All members will be expected to be available for a minimum of four meetings during the year, and will be expected to complete tasks as designated by the Foundation Chair.
3. Members will work in collaboration with the Foundation Chair and other members of the Foundation Committee to ensure its objectives are carried out, these include:
  - a. Researching and drafting feasible long-term plans for the operation of the Association at the instruction of the WAMSS Committee or Executive
  - b. Acting as an advisory council for the Association

There are many projects to get involved in.

1. **Metrics and Census Analysis Project**  
Members working on the Metrics Analysis Project will analyse trends in the metrics and census results to see where we can improve. Members working on this project will be invited to present their findings at the WAMSS Annual General Meeting.
2. **Reflex Team**  
Members working on the Reflex Team will be responsible for leading the publication of the WAMSS magazine. This will involve coordinating committee, alumni and faculty submissions, writing satirical articles, collaborating with the

Publications team to design the magazine and managing other logistical aspects of it (such as printing and postage).

**3. Associate Outreach Project**

Members working on the Associate Outreach Project will design a realistic and practical long-term strategy to encourage undergraduate interest and involvement in WAMSS events, assess current WAMSS events for accessibility to undergraduates and report recommendations for improvement at the Annual General Meeting of the society.

**4. Committee Restructure Working Group Chair(s)**

Members on this project will research how other MedSocs and FacSocs structure their executive and committee portfolios, propose a practical restructuring of WAMSS that ensures the sustainability of the association, lead the discussion surrounding the change and manage expressions of interest to be a part of the working group, and create regular meetings for the group.

**5. Tax Evaluation Project**

Members working on the Tax Evaluation Project will determine the most tax-effective organisational structure for WAMSS to have.

## APPLICATIONS

Applicants must be a current postgraduate medical student in at least their first semester of study.

To apply, please send a document of no longer than one (1) page to [foundation@wamss.org.au](mailto:foundation@wamss.org.au) addressing the following:

1. Your name, year group in 2018, phone number and student email
2. Why would you like to be a part of the WAMSS Foundation? (200 words max)
3. What relevant experiences can you bring to the Foundation? (200 words max)
4. Please answer one (1) of the following three (3) questions (200 words max)
  - a. What do you enjoy most about campus life at university? How can WAMSS help its members experience this
  - b. What is the most important consideration for the long-term viability of an organisation?
  - c. If you could change one thing about WAMSS, what would it be?

**Applications close 11:59pm, Friday 16<sup>th</sup> February 2018.** No late applications will be accepted.

Any questions about the role, requirements, projects or applications can be directed to the 2018 WAMSS Foundation Chair, Harry D'Souza at [foundation.chair@wamss.org.au](mailto:foundation.chair@wamss.org.au).

# STUDENTS IN HEALTH AND MEDICAL RESEARCH CONFERENCE (SHMRC)

The Students in Health and Medical Research Conference (SHMRC) is an evening research symposium showcasing research from students of the University of Western Australia's Faculty of Medicine, Dentistry and Health Sciences. Since its establishment in 2007, SHMRC has developed into a distinguished research conference where students present research that is both inspiring and innovative. The symposium gives student researchers the opportunity to share their research with clinicians, researchers, fellow students and the WA health community, as well as receiving meaningful feedback from expert researchers.



## ROLE DESCRIPTION AND RESPONSIBILITIES

The following positions are available:

### Research Officer

- Prepare submission guidelines and acceptance criteria
- Liaise with students in the submission of abstracts and posters
- Contact judges for involvement in the event

### Sponsorship and External Officer

- Contact and liaise with potential sponsors
- Prepare the prospectus and compile applications for funding
- Prepare and manage SHMRC budget, working with the WAMSS Treasurer

### Events and Logistics Officer

- Organise venue and catering
- Event management, logistics and timeline

### Publications and Marketing Officer

- Promote the Conference to potential presenters and delegates
- Update and maintain the SHMRC website
- Develop conference handbook and related material
- Update SHMRC branding



## APPLICATIONS

Applications are open to undergraduate and postgraduate students.  
Applicants may apply for more than one position.

To apply, please email [shmrc@wamss.org.au](mailto:shmrc@wamss.org.au) a document addressing the following:

1. Name, year group in 2018, phone number, student email and the position(s) for which you are applying.
2. Why you would like to be part of the SHMRC subcommittee?
3. Why you think you are best fit for the position(s), including any relevant experience/skills that you can bring to the team?
4. What ideas do you have for the role(s) in 2018?

**Applications close 11:59pm, Friday 16<sup>th</sup> February 2018.** No late applications will be accepted.

Any questions about the roles, requirements or the application process can be directed to the 2018 SHMRC Convenor, Caleb Kim at [shmrc@wamss.org.au](mailto:shmrc@wamss.org.au).

# WAMSS MENTAL HEALTH

WAMSS Mental Health is the mental health awareness and student wellbeing subcommittee of WAMSS. Throughout 2018 WAMSS Mental Health will be running a variety of events promoting medical student self-care, as well as implementing national initiatives like the AMSA Mental Health Campaign at a local level, and advocating for mental illness education and discussion in the general community.



We are seeking passionate, dedicated individuals to join us in 2018. Applications for a subcommittee role are open to any medical student at UWA.

## ROLE DESCRIPTION AND RESPONSIBILITIES

The following positions are available:

### Secretary

- Organise all meetings
- Keep accurate and detailed minutes of all meetings

### Treasurer

- Keep accurate and detailed records of all expenditures and other relevant financial details
- Seek in-kind and/or monetary sponsorship from external sponsors
- Keep accurate and detailed records of all potential sponsors contacted and sponsorship
- Liaise with WAMSS Treasurer and Vice President External accordingly

### Advocacy Officers (2)

- Promote WAMSS Mental Health's mission and initiatives to raise awareness of major mental health issues within both the medical profession and society as a whole
  - Creating ideas for new ways we can raise awareness e.g. summarizing key information in easily communicable formats like fact sheets or infographics
  - Creating regular posts for and moderating the Hear\Say Facebook group, as well as the WAMSS Mental Health Facebook pages and Instagram account

### Events and Logistics Officers (2)

- Organising all venue and catering needs for all events and assisting Co-Chairs with the coordination thereof
- Assisting with promotion and coordination of sponsorship as needed
- Liaising with events coordinators of collaborating organisations as needed

### Promotions Officers (2)

- Promote all WAMSS Mental Health events and initiatives to WAMSS members and external affiliates
- Maintain and run WAMSS Mental Health's social media accounts (Facebook, Instagram)

## APPLICATIONS

Applications are open to undergraduate and postgraduate students.

Joint applications are welcome. To apply, email [mentalhealth@wamss.org.au](mailto:mentalhealth@wamss.org.au) with a statement (500 words) addressing the following:

1. Your name, email address, year group in 2018, and the role(s) for which you are applying
2. Why you would like to be a part of the WAMSS Mental Health Subcommittee in 2018? (100 words max)
3. Briefly outline any prior experience that would be relevant to the role. (100 words max)
4. Please attach a copy of your CV as is relevant to the position. (2 pages max)

**Applications close 11:59pm, Friday 16<sup>th</sup> February 2018.** No late applications will be accepted.

Any questions about the role, requirements or applications can be directed to the 2017 WAMSS Mental Health Co-Chairs, please Shalika Arniotis-Streat and Thalia Robey at [mentalhealth@wamss.org.au](mailto:mentalhealth@wamss.org.au)

# AMSA



The Australian Medical Students Association (AMSA) is the peak representative body for medical students in Australia. There are many ways to get involved in AMSA at UWA, from policy writing to getting involved in the Vampire Cup.

In 2018, AMSA is introducing subcommittees for AMSA Policy and Vampire Cup. Keep reading for more information on each of the subcommittees.

## ROLE DESCRIPTION AND RESPONSIBILITIES

### AMSA POLICY SUBCOMMITTEE

Every year three National Councils are held at which representatives from UWA have the chance to debate and vote on policies, which then go on to become the campaigns and advocacy AMSA enacts on behalf of medical students. This can include action on issues from Internship places and new medical schools, to asylum seeker rights and climate change.

A crucial part of representing the views of UWA medical students is ensuring that we have the chance to review and debate policy on a local level so that the AMSA Representative can understand UWA views on issues and raise any concerns we have with policies that are going to council.

This year a committee is being formed to review and discuss policies before council to ensure that they best serve the interest of UWA students. No previous policy experience is necessary, just an enthusiasm for issues affecting medical students!

The expected workload for this role is 2-3 hours, three times a year, so anyone is able to get involved.

The following positions are available:

#### Policy Officer (up to 5)

- Read any policies assigned to you before council
- Raise any potential issues for UWA students which you identify in the policy with the committee
- Work with the committee to survey the views of UWA medical students and prepare the AMSA Representative to represent those views at AMSA National Council

## VAMPIRE CUP SUBCOMMITTEE

Vampire Cup is AMSA's most altruistic and well-known initiative. It is an annual blood donation drive, run as a competition between Australian and New Zealand medical schools to see who can donate the most blood.

In 2018, the competition will run over eight weeks from April 16 to June 10 with each whole blood, plasma or platelet donation counting as 1 point to our university tally.

The race to save lives begins before graduation with students able to donate as many times as possible during the eight-week period in order to claim glory for UWA. As not all students are eligible to donate blood, any donations from family, friends, colleagues or acquaintances can count towards our tally.

The following positions are available:

### Promotions Officer (up to 2)

- Work in a team environment to generate hype for the blood drive
- Construct a timeline and organize promotional events for Vampire Cup, which may include Facebook posts, weekly raffles, and bake sale
- Assist the Vampire Cup coordinator with designing infographics to be posted online and around UWA

## APPLICATIONS

These positions are only open to medical students.

To apply for AMSA POLICY SUBCOMMITTEE – POLICY OFFICER, please email [amsajnr@wamss.org.au](mailto:amsajnr@wamss.org.au) a document addressing the following:

1. Name, year group in 2018, phone number, and student email.
2. Why are you interested in shaping AMSA policy?
3. Why you think you are best fit for the position, including any relevant experience/skills that you can bring to the team?

To apply for VAMPIRE CUP SUBCOMMITTEE- PROMOTION OFFICER, please email [amsa@wamss.org.au](mailto:amsa@wamss.org.au) a document addressing the following:

1. Name, year group in 2018, phone number, and student email.
2. Any relevant experience/skills that you can bring to the team

**Applications close 11:59pm, Friday 16<sup>th</sup> February 2018.** No late applications will be accepted.

Any questions about the roles, requirements or the application process can be directed to the 2018 AMSA Representative, Gerardo Arwi at [amsa@wamss.org.au](mailto:amsa@wamss.org.au)



Interhealth seeks to educate, inspire and empower students towards practical solutions to global health inequalities. Our wide-ranging projects deal with issues including poverty, refugee and asylum seeker health, international development and education. The fights for global health equality is an exciting movement which is growing among Australia students. We want you to join us as we partake in this venture.

Interhealth is currently looking for passionate and dedicated students to help us advance social and global health equity. Through Interhealth, you will have the opportunity to be involved in vibrant subcommittees, organise local and global projects, attend conferences and workshops, engage in education and training sessions and make a meaningful contribution to global health. We welcome students of any course, undergraduate or postgraduate, to submit applications. If you're interested in getting more than just a degree from your university experience, we strongly encourage you to apply!

This year, subcommittee applications for each project have been streamlined to be completed at the same time. Specific subcommittee role descriptions can be found below.

You are invited to apply for more than one subcommittee! We're looking for enthusiastic, interested and inspired students. If you have passions in many areas, we hope your application will reflect this.

Application forms can be found at <http://www.interhealth.org.au/2018-subcommittee-applications/>

**Applications close 11.59pm, 16th February 2018.** No late applications will be accepted.

**Applications are open to undergraduate and postgraduate students.**

If you have any questions about the role, requirements or the application process, please contact either Emma Lu and James Nguyen at [interhealth@wamss.org.au](mailto:interhealth@wamss.org.au), or the 2018 Project Coordinators, whose details can be found below.

# EVENTS AND LOGISTICS OFFICERS

The primary role of the ELO is to provide general assistance as required in the organisation and running of the events run by all the Interhealth projects. As such, students should be prepared to attend all Interhealth events. You would be required to assist with any logistical requirements, such as picking up food and drinks on the way to venues, taking attendance at events and liaising with external stakeholders. This role is the perfect opportunity for students with any level of experience seeking to taste-test all the Interhealth projects.

## ROLE DESCRIPTION AND RESPONSIBILITIES

- Work with Project Coordinators to assist in procuring catering within a specific budget, and collect catering from specified location, for a variety of meetings and events
- Assist with preparation, cooking and selling at all fundraising barbecues run by Interhealth
- Assist with the general logistics and operations of events
- Maintain reliable communication with Co-Chairs and Project Coordinators

Number of positions: 2

## APPLICATIONS

Applicants are welcome to apply individually or as a pair.

Application forms can be found at <http://www.interhealth.org.au/2018-subcommittee-applications/>

Applications close **11.59pm, 16th February 2018**. No late applications will be accepted. Applications are open to undergraduate and postgraduate students.

If you have any questions about the role, requirements or the application process, please contact Emma Lu and James Nguyen at [interhealth@wamss.org.au](mailto:interhealth@wamss.org.au)

# GLOBAL HEALTH SHORT COURSE



Global Health Short Course (GHSC) is a student driven campaign designed to promote global issues affecting the health of the world's population. GHSC aims to satisfy a gap in the need for a global health forum amongst students. Today, we are well recognised within Western Australia's global health fraternity as an avenue for fostering global health education.

To do this we invite inspiring speakers who are leaders on both local and world platforms to share their passion in engaging presentations. We endeavour to select topics that may be controversial or poorly understood whilst still ensuring that important global issues are addressed. Presentations are followed by breakout sessions, where discussions and activities galvanize participants by providing further opportunity to engage with the content and explore how knowledge can translate to action.

## ROLE DESCRIPTION AND RESPONSIBILITIES

The following positions are available:

### Academic Officer(s)

- Assist the Coordinators in forming the direction of each topic, arranging speakers and breakout sessions (contacting presenters, sourcing materials, liaising with other relevant Interhealth & external groups)
- Assist with academic-related tasks during GHSC (e.g. greeting speakers)
- Attend relevant meetings with the GHSC team and external parties (where appropriate) and be responsible for delegated tasks
- Be available for the duration of GHSC 2018



### Logistics Officer(s)

- Be responsible for the catering (contacting potential restaurants, working with the coordinators to decide on final options, ensuring smooth service of food)
- Work with the Coordinators to ensure event metrics are completed (e.g. recording delegate attendance at sign in)
- Assisting with any global health causes internal or external to Interhealth present during the event with their stall set up and relevant promotion/engagement with our delegates
- Attend relevant meetings with the GHSC team and external parties (where appropriate) and be responsible for delegated tasks
- Be available for the duration of GHSC 2018

### Media/IT/Promotions Officer(s)

- Multimedia/technology experience is highly desired, including the ability to use the lecture theatre equipment, as this role will require you to oversee all the technology requirements of the course
- Create visual media to promote the event, including information, flyers and posters – the limit is your imagination!
- Working with the Coordinators to ensure social media is kept up-to-date
- Attend relevant meetings with the GHSC team and external parties (where appropriate) and be responsible for delegated tasks
- Be available for the duration of GHSC 2018

## APPLICATIONS

There are no limits to the number of successful applicants for each role on GHSC.

Application forms can be found at <http://www.interhealth.org.au/2018-subcommittee-applications/>

Applications close 11.59pm, 16th February 2018. No late applications will be accepted. Applications are open to undergraduate and postgraduate students.

If you have any questions about the roles, requirements or application process, please contact the 2018 GHSC Coordinators, Dhanushke Fernando and Gary Lau at [ghsc.interhealth@wamss.org.au](mailto:ghsc.interhealth@wamss.org.au)

# CODE GREEN

Code Green is a project designed to tackle the health impacts of climate change. The project's goals are to educate medical students and health professionals about the associations climate change and health, to reduce the emissions of Interhealth, WAMSS and UWA students, and to advocate for the greening of the health system. As one of AMSA Global Health's national projects, joining UWA's branch of Code Green can provide you with the opportunity of interacting with likeminded students from around the country. Starting in WA, we have the experience, the expertise, and the know-how to be the standout Code Green program Australia-wide – all that is missing from our team is you!



## ROLE DESCRIPTION AND RESPONSIBILITIES

The following positions are available:

### Administration Officer (1)

The Code Green Administration Officer has a variety of roles including:

- Record keeping and minute taking at Code Green meetings
- Maintain and update 'to do' lists
- Assist other committee members in carrying out their responsibilities

### Events Coordinator (1)

The Code Green Events Coordinator is chiefly responsible for organising and coordinating the annual Green With Envy Party, as well as a clothes swap event, and National Tree Day, to be held in conjunction with the council.

This role will involve:

- Budgeting for events
- Contacting sponsors
- Organising catering
- Assisting with the running of events
- Advertising events

## Communications Officer (1)

The Code Green Communications Officer is responsible for the Code Green Facebook page, which advertises events and shares environmental information and tips. The Communications Officer also has a role liaising with other environmentally oriented organisations, both internal and external to UWA, to keep up to date with their initiatives.

This role includes:

- Construct and publish regular Code Green blog posts, including recipes for Meat Free Mondays, and those encouraging people to take up sustainable ways of living
- Maintain contact with internal and external organisations

## **APPLICATIONS**

Application forms can be found at <http://www.interhealth.org.au/2018-subcommittee-applications/>

Applications close 11.59pm, 16th February 2018. No late applications will be accepted.

Applications are open to undergraduate and postgraduate students.

If you have any questions about the roles, requirements or application process, please contact the 2018 Code Green Coordinators, Jacinta Fong and Demi Vlachos at [codegreen@wamss.org.au](mailto:codegreen@wamss.org.au).

# TEDDY BEAR HOSPITAL

Teddy Bear Hospital (TBH) is a community health project of Interhealth, with the aims of alleviating young children's anxiety over medical treatment while focusing heavily on the promotion of healthy lifestyle messages. This is achieved through mimicking a visit to the doctor with the child's teddy as the patient, the child as the parent and the student volunteer as the doctor. Volunteers talk the children through the scenario, together forming a management plan and discussing important aspects of health. Students involved with TBH also benefit from improved communication and consultation skills.



## ROLE DESCRIPTION AND RESPONSIBILITIES

In 2018, the structure of the TBH subcommittee will be undergoing some changes to allow for a dynamic subcommittee structure whereby the roles and responsibilities of individual subcommittee members will adapt as the year progresses. The responsibilities listed below will be divided and shared between members of the subcommittee throughout the year such that each member has a manageable workload.

Applicants in any course of study and at any stage of their degree are encouraged to apply. The following positions are available:

### General Subcommittee Member (3)

- Taking minutes and participating at meetings
- Organisation and maintenance of the TBH Google Drive
- Checking and responding to TBH emails
- Collecting and organising official documents
- Researching funding options and liaising with sponsors on behalf of TBH
- Coordination of fundraising events (BBQs, bake sales, etc.)
- Helping to run sessions at participating schools
- Assist in recruitment and organisation of volunteers for school visits
- Managing promotions and the public Facebook page
- Assisting with the organisation and running of training nights

### Undergraduate Subcommittee Member (1)

- This member will have similar roles to the above, but will be more focused on promotion among the undergraduate cohort, particularly among Medical Sciences students

- An undergraduate Medical Sciences student would preferably hold this position, although any qualified and keen applicant will be considered

## APPLICATIONS

Application forms can be found at <http://www.interhealth.org.au/2018-subcommittee-applications/>

Applications close 11.59pm, 16th February 2018. No late applications will be accepted.

Applications are open to undergraduate and postgraduate students.

If you have any questions regarding the roles, requirements or application process, please contact the 2018 Teddy Bear Hospital Coordinators, Michael Hoskins, Cameron McAlpine and Elise Salleo at [coordinators.tbh@wamss.org.au](mailto:coordinators.tbh@wamss.org.au).

# LINCS



LINCS (Local and International Needs Contribution Scheme) is a student run, non-profit organisation which focusses on improving the standard of healthcare in poorly resourced medical facilities around the world.

LINCS does this by matching the surplus of unused medical supplies in WA with medical students going on overseas electives or exchanges to under resourced areas.

The main aim of 2018 is to get the word out about LINCS – this means more social and fundraising events for you to get involved in!

We are seeking enthusiastic and dedicated individuals to join our team in 2018! Applications for subcommittee roles are open to any medical student at UWA.

## ROLE DESCRIPTION AND RESPONSIBILITIES

General roles of all LINCS subcommittee members:

- Attending all subcommittee meetings
- Assisting coordinators with planning fundraising events (e.g. sausage sizzle, bake sales)
- Assisting coordinators when needed or during events

The following positions are available:

### Inventory Officer(s) (2)

Whilst this position is open to any medical student, we are specifically looking for one enthusiastic third year student to communicate with their fellow MD3 students going on elective.

- Updating and maintaining the inventory database
- Contacting potential sponsors and procuring medical equipment donations
- Organising collection of donated medical equipment
- Coordinating donated medical equipment with students going abroad
- Gathering and packing medical equipment for students going on electives
- Ensuring the warehouse remains clean and everything is accounted for

### Events Officer (1)

- Assisting coordinators in promoting LINCS
- Organising and coordinating one major social event for LINCS. This will involve budgeting for events, contacting sponsors, organising catering and venues and assisting with the running of events.
- Organising fundraising events, such as Bunnings BBQs. This involves organising catering/food and assisting with the running of events.

## APPLICATIONS

Application forms can be found at <http://www.interhealth.org.au/2018-subcommittee-applications/>

Applications close 11.59pm, 16th February 2018. No late applications will be accepted.

Applications are open to undergraduate and postgraduate students.

If you have any questions about the roles, requirements or application process, please contact the 2018 LINCS Coordinators, Nishita Rao and Nishani Jayawardena, at [lincs@wamss.org.au](mailto:lincs@wamss.org.au).

# ZONTA

The Birthing Kits Initiative is a successful, gratifying and highly worthwhile project to be involved with. Through ZONTA International, we obtain supplies that are packaged into much needed 'Birthing Kits' by students before being sent off to rural/developing locations to dramatically improve child and maternal health. In 2017, over 1,800 kits were put together.



in 2018, we are setting the bar high and hope to put together even more kits. We will also be re-introducing a ZONTA educational night to advocate for women's and maternal health, educating medical and non-medical students alike about maternal health and obstetric skills.

Successful candidates should have initiative and a proactive attitude, as well as a keen interest in being part of the ZONTA/Interhealth team. They will also need to be available to attend ZONTA events throughout the year, and experience organising events would be considered a bonus.

## ROLE DESCRIPTION AND RESPONSIBILITIES

### Events Officers (2)

The Events Officers will be responsible for organising ZONTA Events in conjunction with the project co-ordinators. Co-ordinating the logistics behind running ZONTA events including organising booking of venue, promotions, catering, run sheets and other relevant aspects.

There will be two positions focusing on different events:

Position A:

- A major fundraising night for Birthing Kits (in 2017, this was the Prohibition Party)
- Bunnings BBQs – fundraising

Position B:

- Birthing Kit Assembly Nights – 1 per semester
- Educational event in first semester
  - This will involve contacting potential speakers for the event, as well as organising food and a raffle

### Promotions Officer (1)

- Responsible for reaching out to the undergraduate medical cohort to widen awareness about ZONTA and liaising with other WA medical schools
- Organising a stall in first semester during common lunch hour to raise awareness about maternal health



- Managing ZONTA social media presence and working collaboratively with other Interhealth subcommittees

## APPLICATIONS

Application forms can be found at <http://www.interhealth.org.au/2018-subcommittee-applications/>

Applications close 11.59pm, 16th February 2018. No late applications will be accepted.

Applications are open to undergraduate and postgraduate students.

If you have any questions about the roles, requirements or application process, please contact the 2018 ZONTA Coordinators, Jennifer Barton and Kahli Fraser at [zonta@wamss.org.au](mailto:zonta@wamss.org.au).

# CROSSING BORDERS FOR HEALTH

Crossing Borders for Health (CB4H) is an international network of students whose mission is to remove barriers to healthcare for refugees, asylum seekers and undocumented migrants – through education, direct assistance and campaigning for policy change. Supported by the World Health Organisation, CB4H is an initiative of the IFMSA (International Federation of Medical Students Associations) and currently runs in six countries, including several universities in Australia.



In previous years, CB4H has run a number of successful advocacy and fundraising events, such as a quiz night, and developed strong partnerships with various refugee organisations across Perth, including Ishaar Multicultural Women’s Health Centre. In 2018, we hope to build on this success and are seeking fresh faces to join Interhealth’s CB4H branch to assist in the running of various volunteering, advocacy, fundraising and education projects.

## ROLE DESCRIPTION AND RESPONSIBILITIES

The following positions are available:

### Logistics Officer (1)

This role will entail assisting in the running of various volunteering, advocacy, and education projects in 2018. This year we will be building on past projects such as health education workshops for refugees and asylum seekers. We are also looking at exploring some new projects which will require the help of an enthusiastic sub-committee member to implement. This role will encompass coordinating the Ishaar Multicultural Women’s Health Centre and PMH Refugee Health Service volunteering program, which involves monthly emails and scheduling of volunteers. Successful candidates should be passionate about refugee and asylum seeker issues, have good communication skills and be committed to the role.

### Social Media and Marketing Officer (1)

The purpose of this role will be to expand the social media presence of CB4H and be the creative force behind the marketing of CB4H events. This includes brainstorming marketing strategies and designing promotional material for our events in addition to staying up to date on current refugee news and world events in order to post from the Interhealth UWA Facebook page. Our vision is for Interhealth UWA to become a social media point of reference for all things related to refugee and asylum seeker health

news. This role would suit a passionate and creative individual who is committed to advocating for refugee and asylum seeker health. Ideally, the selected student should have some skills or experience in event promotion/design.

### **Fundraising Officer (1)**

The purpose of this role is to coordinate various fundraising events for CB4H, including planning Bunnings barbecues and collecting prizes for Quiz Night and generate new initiatives to further CB4H's fundraising goals. In addition, the Fundraising Officer will liaise with refugee and asylum seeker organisations such as Fremantle Multicultural Centre, ASeTTS, PMH Refugee Clinic and Ishar to inform them of our fundraising efforts and determine how funds best be spent. This role requires someone who will not only run these events smoothly, but also have the initiative to design and run other new fundraising events. Ideally, the selected student should have some skills or experience in fundraising/event planning.

### **Soccer Facilitator (1)**

The major purpose of this role is to coordinate student participation in the Perth Immigration Detention Centre soccer program. The successful candidate will work in promoting the program, orienting new volunteers, and regularly attending the program themselves. This role will also include assisting, planning and carrying out major Crossing Borders for Health events, and any other duties as required. Successful candidates should be enthusiastic, organised, have good communication skills and be available most Tuesday evenings to participate in the weekly soccer matches.

## **APPLICATIONS**

Application forms can be found at <http://www.interhealth.org.au/2018-subcommittee-applications/>

Applications close 11.59pm, 16th February 2018. No late applications will be accepted.

Applications are open to undergraduate and postgraduate students.

If you have any questions about the roles, requirements or application process, please contact the 2018 CB4H Coordinators, Gemma Jongeling & Clare Bradley at [crossingborders@wamss.org.au](mailto:crossingborders@wamss.org.au).



Red Party is the largest student run charity in WA and part of WAMSS' Global Health branch. We raise awareness and funds for HIV/AIDS, specifically Oxfam Australia's Project 'Securing Rights in the Context of HIV/AIDS in Zimbabwe.

Our education and fundraising goals are accomplished through several events run throughout the year for students and the wider Perth community to engage, interact and learn about HIV/AIDS related issues.

In 2018, we will run three events; our Quiz Night, Red Aware Weeks and Red Party itself. We are looking for creative and motivated individuals looking to make a difference, as well as learn new skills and make friends! **No experience is required for any roles!** Only enthusiasm and a willingness to learn! If you have any questions, feel free to send an email to us at [redparty@wamss.org.au](mailto:redparty@wamss.org.au).

## ROLE DESCRIPTION AND RESPONSIBILITIES

There are committee positions and subcommittee positions available.

### COMMITTEE POSITIONS

#### IT Officer

As our IT officer, you will be responsible for updating the website (<http://www.redparty.org>), as well as assisting our event managers to arrange ticketing for their events. Although no experience is necessary, this role would best suit someone with some degree of experience in the area. The role will require attendance of fortnightly committee meetings and around 1 additional hour a week working on the website.

#### Secretary

The role of secretary is perfect for you if you love organisation and planning. As secretary, you will be responsible for booking meeting rooms and writing minutes at the meetings. In addition, after each event you will run a short evaluation meeting for the subcommittee to reflect on what went well and what went not so well during our events, as a record for next year. This role requires attendance of fortnightly committee meetings and an additional hour after each event to run the evaluation.

### **Treasurer**

As WA's largest student run charity – we handle a lot of money! The treasurer will work with each of our event managers to assist them budget their event. In addition, you will be responsible for our financial records, accounts and agreements. Once again, no experience is necessary, however any prior experience will be useful for this role. This role requires attendance of fortnightly meetings and assisting event managers where required (around 1 hour extra per week).

### **Red Quiz Night Manager**

This role requires you to be responsible for overseeing a sub-committee of 4-6 members to help run one of the most exciting and competitive events of the social calendar. This events sells out easily, by attracting 200+ people to the sports bar, with past years raising over \$6000. Part of your role includes organising the venue, MC, speakers, and questions, fun activities and prizes throughout the night. You will have support from the Red Party Coordinators and attend fortnightly committee meetings with additional time in the lead up to the event.

This role would be suitable if you are a fun, energetic, organised, trivia loving leader, with a heart for charity. Once your event is finished, your role will end, but we would love to keep you on for another job within Red Party if you wish.

### **Red Aware Week Manager**

2018 is an exciting year to be in this brandly newly refurbished role! This year you will be in charge of TWO Red Aware Weeks in the lead up to the two big Red Party events this year! This role is all about advocating for HIV/AIDS by running fun awareness activities, and requires someone to lead the helm of this 6-8 party team with creativity, passion and dedication. This massive role will include raising money for the Red events themselves (e.g. BBQs, cupcake stalls...food, food, food!), advertising the events, creating awareness and running high-impact activities at UWA. You will be required to attend the short fortnightly committee meetings. Once your event in mid-September finishes, your role will end.

## **Red Party Manager**

This is the big one. THE event of UWA Medical School. Every year this party attracts the most people and most money of all Red Party efforts. This is a dynamic, fun and wonderful position. It is a job which requires you to be organising a venue, photography, DJs, performances, decorations and drink deals for a night of pure fun. This role requires someone who is comfortable with providing strong leadership, has creativity, drive and is well-organised, or has a passion for event organisation. There will be a requirement to attend fortnightly committee meetings and for you to run monthly subcommittee meetings to plan the event for September (with increased time leading up to the event itself).

## **SUBCOMMITTEE POSITIONS**

### **Quiz Night (4-6 people)**

Do you love a good quiz night? As part of the Quiz Night subcommittee, you and your team, along with the Quiz Night Manager, will be tasked with creating and organising the event. From the overall theme and questions, to contacting sponsors, organising raffles and prizes and booking your MC's for the night, there is a lot of planning that goes into a quiz night – but also a lot of room to make this event your own! We're looking for 4-6 motivated individuals to make this our most successful quiz night yet! This role requires 1-2 hours a week, with more time needed closer to the event.

### **Red Aware Week (6-8 people)**

The Red Aware committee is our main advocacy campaign. This year, we will be running two weeks of events, one before Quiz Night and one before Red Party, with the aim of educating UWA students and the local community about HIV/AIDS and the stigma surrounding it, as well as exploring the broader topic of women's sexual health. The week will involve various promotional and educational campaigns such as 'Paint the Town Red' – where buildings throughout Perth light up red, as well as events on campus, including designing and distributing promotional coffee cup stickers. This subcommittee allows a lot of room for creativity and we would love your ideas to plan some new and exciting campaigns! We're looking for 6-8 creative individuals for this subcommittee. This role requires 1-2 hours every fortnight, with more time needed closer to the week.

### **Red Party (4-6 people)**

Red Party is our main fundraising event of the year. If you love to party and think you know how to throw an unforgettable one – this is the role for you! Alongside your team and the Red Party Manager, you will be responsible for organising the theme, photographers, videographers, DJs, entertainment and drink deals. We're looking for 4-6 creative and driven individuals with lots of unique ideas to make this the best Red Party yet! This role requires 1-2 hours a week, with more time needed closer to the event.

## APPLICATIONS

Applications are open to undergraduate and postgraduate students.

To apply, please email [redparty@wamss.org.au](mailto:redparty@wamss.org.au) a document addressing the following:

1. Your name, email address, year group in 2018 and the role(s) for which you are applying
2. Why would you like to be involved in Red Party and what do you hope to gain from the experience? (250 words)
3. What relevant qualities or prior experience do you bring to this position? (However, no experience is necessary!) (250 words, 300 max)
4. Red Party is important but uni comes first! The semester is getting busy and you're finding you might not be able to complete all your Red Party tasks. Outline the steps you'd take to manage this situation. (250 words, 300 max)
5. Do you have any ideas to bring to the committee/subcommittee you are applying for? (250 words, 300 max)

**Applications close 11:59pm, Friday 16<sup>th</sup> February 2018.** No late applications will be accepted.

Any questions about the roles, requirements or the application process can be directed to the 2018 Red Party Coordinators, Roberta Dumbrava and Katie Elliott at [redparty@wamss.org.au](mailto:redparty@wamss.org.au) .