

CALL FOR APPLICATIONS

The Medical Student Council of Victoria (MSCV) is proud to announce that applications are now open for the positions of Secretary and Communications officer for 2017.

The Medical Students' Council of Victoria (MSCV) was established in 2008 as the peak state representative body for medical students in Victoria. The council is comprised of representatives drawn from all Victorian medical societies i.e. Monash (MUMUS), Melbourne (UMMSS), Deakin (MeDUSA) and Notre Dame (MANDUS Vic).

MSCV's core mission to represent and advocate on the core issues facing Victorian medical students as well as work to strengthen relationships between the Victorian Medical Societies and medical students.

Secretary:

- Assisting the chair to facilitate meetings of the council, including;
 - Distributing agendas and minutes of meetings
 - Providing notice of meetings to Members
- Facilitating communication between the Victorian Medical Student Societies
- Helping the MSCV Chair manage the advocacy agenda of a State-level representative body
- Helping the MSCV Chair and council with other tasks as necessary; including assisting with our event running and organisation

Communications officer:

- Maintaining the internal and external communication of the council, including:
 - Email lists
 - Google Docs Document management systems
 - Social media presence, including maintaining and updating the MSCV Website, Facebook page and Twitter account
- Aiding the MSCV Chair and council to achieve it's strategic and advocacy agenda
- Experience with Wordpress will be looked upon favourably

Applicants will be required to submit a CV (2 page maximum) and a vision statement (300 word maximum). Please also provide contact details and your current university of study. Applications are to be compiled into a single PDF document and emailed to chair@mscv.org.au. Applications will close on Sunday 5th February @ 11:59pm. Please indicate clearly which position you are applying for. If applying for both please provide a preference of position.

Applicants are strongly encouraged to independently contact the current Chair, Gavin Wayne Sittampalam (chair@mscv.org.au) to discuss the positions further.