**Medical Student Steering Group – University Rep Co-Ordinator Recruitment**

The Faculty of Medical Leadership and Management is seeking engaged and enthusiastic individuals to serve as the **University Representative** within the organisation’s Medical Student Steering Group.

The Medical Student Steering Group (MSG) is a representative group within the FMLM that exists to:

* represent the views and interests of Medical Student members of FMLM
* promote the work of FMLM and to provide its members with access to a wide range of services and resources to support their leadership aspirations
* maintain a network of university representatives from each of the UK-based medical schools.

As a University Representative, you will work to support and fulfil the MSG’s aims of increasing opportunities for leadership development amongst medical students, whilst promoting clinical leadership in line with the FMLM’s [aims](https://www.fmlm.ac.uk/about-us/who-we-are/vision-aim-and-values) and [standards](https://www.fmlm.ac.uk/standards). You will be expected to collaborate with other university reps, host local events, promote medical leadership and management, and liaise with your fellow MSG members.

As a member of the MSG, you will have opportunities to:

* Develop you own leadership competencies
* Receive coaching and mentorship from the FMLM’s National Medical Director’s Clinical Fellow, FMLM networks, and other FMLM staff
* Influence the direction and development of FMLM services and resources
* Publish thought pieces and blogs on the FMLM website
* Contribute to educational webinars and podcasts

The MSG’s goal is to establish a network of university representatives across each UK-based medical school, with **one representative per institution**.

**Eligibility**

Applicants must:

* Be currently enrolled in a UK-based medical degree programme
* Be current FMLM student members at the time of application
* Not be in their final year of their medical studies

**Applications**

Applications can be made by returning the application form below to [medicalstudents@fmlm.ac.uk](mailto:medicalstudents@fmlm.ac.uk).

**Application Form**

**Personal Details**

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| --- | --- |
| Full name |  |

|  |  |
| --- | --- |
| FMLM number |  |

|  |  |
| --- | --- |
| University |  |

|  |  |
| --- | --- |
| Expected Graduation Year |  |

|  |  |
| --- | --- |
| Email |  |

|  |  |
| --- | --- |
| Telephone number |  |

**Please answer the following questions:**

Why are you interested in this role? (200 words)

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What previous experience makes you suited to the role? (200 words)

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Tell us about a time when you’ve organised an event at a local, regional, or national level. (200 words)

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**Referee**

Please provide the details of a referee; the referee may be contacted to aid decision making or to confirm details supplied in this application.

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Please submit completed applications to **medicalstudents@fmlm.ac.uk**.

**Responsibilities and Person Specification**

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| --- | --- |
| **University Representative** | |
| **Remit** | Accountable to the Rep Co-ordinator, University Representatives are responsible for:   * Attending quarterly virtual meetings with Rep Co-ordinator. * Supporting the growth of the FMLM Student Member base. * Planning and hosting regular events to showcase FMLM and build local community. * Ensuring the submission of regular progress updates to Regional Co-ordinator * Creation of local clinical leadership societies if not already in existence * Contributing to quarterly MSG meetings. * Contributing to research initiatives under the National MSG Research lead. * Attending the annual FMLM in-person conference. |
| **Eligibility** | |  |  |  | | --- | --- | --- | |  | Essential | Desirable | | Academic/Professional | * Current medical student) * Current FMLM membership or willingness to become member | * Intercalate BSc in management/clinical leadership. * Internship/work experience in management/clinical leadership. | | Knowledge | * Good understanding of the structure and vision of FMLM. * Good understanding of the structure and vision of the MSG. |  | | Interests | * Enthusiasm for medical leadership and management issues. | * Demonstrates on going interest in leadership and management e.g. intercalated BSc, society involvement. * Other leadership roles national and/or regional | | Skills | * Ability work in a transparent, efficient and accountable manner as a corporate team player. |  | | Personal | * Excellent communication skills with prompt response. * Reliable. * Constant drive to achieve publishable results. * Personable and friendly. | * Experience of representing the views of others * Ideally, able to propose new ideas on how to promote leadership and management. | |