



Tasmania Chapter

Call for Expression of Interest – new Committee members

ARMS is a voluntary society that aims to enhance professional development and professional networks for its members, and is formed of Chapters throughout Australasia, New Zealand and Singapore.

The Tasmania Chapter Committee has openings for two Convenors and other members effective immediately. The term of a committee member is two years for no more than two consecutive terms (i.e., up to four years in total).

As a member of the Tasmania Chapter Committee, you will gain the opportunity to engage with like-minded colleagues from other parts of the research management sector, develop your professional skills, build your networks, and contribute to the curation and hosting of Chapter events designed to build skills and engagement for the benefit of Tasmania Chapter members.

Interested in Joining?

Please self-nominate by following the steps below:

- Respond briefly to the Selection Criteria below (1 page max)
- Include a brief CV (3 pages max)
- Provide a brief email or letter from your line manager or head of unit to indicate their awareness of, and support for, your nomination
- Combine into a PDF and email as a single document to Lorraine.Ingham@utas.edu.au by [Insert date here](#).
- Shortlisted applicants maybe invited to meet informally with the Chapter Co-Convenors prior to appointment

The committee will consider nominations and notify all applicants of their decision.

Selection criteria - essential

- *Availability to contribute:* can you offer one or two hours per week (on average) on an on-going basis as a committee member in a team effort?
- *Expertise, skills, know-how and connections:* what would your involvement bring to the committee?
- *Interest in building your professional networks in the research management sector:* how do you expect involvement in the committee to benefit your career and the careers of Tasmania committee members?

Selection criteria - desirable

- *Leveraging institutional expertise and support:* outline any ideas you have to add value to the Committee's activities, for example:
 - provision of venues/organising logistics for hosting Chapter events,
 - insights from a regional area or organisational type not currently represented on the committee,
 - perspectives from diverse sector interests (e.g. health sector, medical research institution, publicly funded research agency, funding body).

About the role:

A committee member is expected to:

- Attend all meetings in person or by teleconference.
- Contribute in a meaningful way to Chapter discussions and event planning.
- Actively participate in ARMS Chapter events.
- Provide suggestions and help with the coordination and planning of Chapter events, particularly with securing speakers and venues, developing flyers, organising catering etc.
- Promote ARMS within their individual organisation and beyond as they have the opportunity.
- Report back to the Chapter on new ideas and thoughts for future events or ideas that will benefit the Tasmania membership.

About the committee:

The committee currently comprises:

Lorraine Ingham (Co-Convenor) stepping down
Amy Harrington (Co-Convenor) stepping down
Shaun Kelly: Treasurer UTAS
Tamara Walton: CSIRO
Nic Gaston: UTAS