



Role and Responsibilities of the Student Representative

The AIDA Student Representative is appointed by agreement between all Aboriginal and Torres Strait Islander medical students at the represented medical school campus who are current members of AIDA.

Responsibilities of the Student Representative to the Director (Student)

The Student Representative will support the Director (Student) in the following ways:

- Provide advice to the Director (Student) on the issues, challenges and successes faced by Aboriginal and Torres Strait Islander medical students at their medical school campus
- Respond to requests from the Director (Student) for input and advice in a timely manner
- Participate in monthly Student Representative Committee (SRC) meetings including:
 - Attend face-to-face SRC meetings usually two per year
 - Participate in Student Representative Committee (SRC) teleconferences, to be held on months without face-to-face meetings
- Participate in bimonthly student member forums

Responsibilities of the Student Representative to student members

The Student Representative will represent Aboriginal and Torres Strait Islander medical students at their medical school campus in the following ways:

- Canvass students to relay issues, challenges and successes
- Present matters relevant to their medical school campus for consideration at the SRC Teleconferences
- Provide feedback to students on the issues that were raised, and information presented at the teleconferences and face-to-face meetings
- Promote AIDA events to Indigenous and non-Indigenous students, such as the Annual General Meeting and Conference
- Support students to apply to attend specific events, such as the Conference and PRIDoC
- Promote involvement with AIDA in promotional activities, such as career expos
- Support students to work with AIDA jointly in attending promotional activities
- Promote AIDA membership to students, including being identifiable to be a nominator to new members both Indigenous and non-Indigenous
- Support students to maintain AIDA memberships (with the support of the AIDA Secretariat)
- Promote the benefits offered to AIDA members, such as networking and regional events

Time commitment

There is a moderate time commitment required of the Student Representative role. Unless there are extenuating circumstances, a Student Representative should commit to participating in the following meetings and activities:

- Face-to-face SRC meetings
 - Two days for the AIDA Conference 2022 location TBC and three days in Canberra (exact dates TBC)
- SRC teleconference
 - 1-2 hours per month
- Student member forums



- 1-2 hours every 2nd month
- General commitments
 - Preparing and reading papers prior to each meeting
 - Interacting with, and responding to requests from the Director (Student)
 - SRC project commitment

Progress reporting

The Student Director will submit a quarterly report on performance for each member to highlight the excellent work done by the SRC. These reports will then be compiled to make an annual report which will be forwarded to the Medical Dean at each university.

A quarterly report will be compiled on the Student Director by the Secretariat to assist in the development of the Student Director role. These reports will then be compiled to make an annual report which will be forwarded to the Medical Dean at the Student Director's university, as well as the AIDA Board.

Secretariat Support

The AIDA Secretariat is here to support operational requirements of the organisation. This includes the provision of secretariat support to the SRC. Support will be provided to the SRC as follows:

- Facilitate monthly SRC meetings
- Facilitate bimonthly Student Forums
- Disseminate information to the membership
- Provide information and advice as needed
- Support the Director (Student)