



Call for Applications: Student INS Committee 2012-2013

The Student INS Committee is dedicated to improving resources for the professional development of students in the neuropsychological sciences. The SINS Committee is currently seeking applications for representatives to serve during the 2012-2013 year. Applications are open to all Associate Members of the INS. **Available positions include: *International Student Liaison Representative, Communications Representative, Programs Representative, and Awards & Development Representative.***

Positions require a minimum one-year commitment beginning in February 2012. Specific roles and responsibilities for each position are described in detail below. Weekly time commitment should average approximately 2 hours/week, but may increase during major projects specific to each position (e.g. conference planning, analysis of survey data, etc.). All committee representatives will be required to participate in the following activities:

- ***bimonthly (every two months) one-hour conference calls*** with the SINS Committee to coordinate efforts and report updates.
- ***attendance at two INS annual meetings*** (at the beginning and end of one's term) for the purposes of
 - ***attending the SINS Committee annual planning meeting***
 - ***providing support to the INS staff*** as needed with regard to registration, proctoring CE sessions, etc.
 - ***training and orientation*** of new committee members

SINS Committee Representative Roles and Responsibilities

Programs Representative

Tasks:

- Brainstorm ideas for professional development workshops and solicit potential speakers.
- Plan and organize student conference programming (e.g. professional development workshops, for the annual and midyear meetings).
- Work with INS Program Committee Chair to select student abstracts for presentation in the annual student research symposium.

Preferable qualifications for applications:

- Students with exceptional communication skills.

International Student Liaison Representative

Tasks:

- Provide support and collaborate with the International Liaison Committee (ILC) in the development of international liaisons, programs and resources for international student professional development.
- Provide periodic updates to the SINS chair on initiatives undertaken to improve international student professional development.
- Collaborate with Programs Student Representative in planning events for the annual meetings with a specific focus on international student development.

Preferable qualifications for applications:

- Students from nations underrepresented in the INS.
- Multilingual to facilitate communication and development of liaisons with other international organizations.

Communications Representative

Tasks:

- Provide support for the development and maintenance of web-based initiatives to promote the student activities and resources (e.g., Facebook, SINS webpage).
- Provide support to SINS Chair with regard to responding to incoming messages regarding SINS and outgoing e-mail announcements.
- Develop an online survey to assess student members' interests, needs, and expectations from INS and the field of neuropsychology. This includes setting up an online survey, collecting data, analyzing results, and writing a report for the SINS chair to share with the INS Board of Governors.

Preferable qualifications for applications:

- Students with strong written communication skills.
- Students with background in the development of web-based surveys and use of Facebook.

Awards & Development Student Representative

Tasks:

- Brainstorm and implement ideas for new merit-based student awards and international travel assistance awards to aid student attendance at INS meetings.
- Promote recruitment of new Associate members and retention of current Associate members. This may include developing alliances and collaborative efforts with other student councils (e.g. APAGS, ANST)
- Assist in the planning, organization and promotion of social events aimed at promoting membership at the INS annual meeting.
- Manage student fundraising initiatives.

Preferable qualifications for applications:

- Students with exceptional social and communication skills.

Application for Membership to the Student INS Committee

To apply, submit the following application materials to Sommer Thorgusen, SINS Committee Chair (sommer.thorgusen@psych.utah.edu), by January 6th, 2012.

- Application Form (see below)
- Curriculum Vitae
- One-page cover letter describing your qualifications and how you plan to contribute to the goals of the Student INS Committee
- Letter(s) of support from a faculty sponsor and INS Regular Member (if faculty sponsor is a Regular Member of INS, only one letter is needed).
Note: Letters of support may be sent via e-mail by your sponsors or scanned and sent in PDF format.

Applicant Information

Name: _____ Highest degree: _____

INS Membership #: _____ Years of Membership: _____
To find, go to "Membership >> Members Only >> Update Your Profile" at www.the-ins.org

Program Affiliation: _____

Sponsor(s): _____

Address: _____

Phone number: _____ Email _____

Year in program: 1st 2nd 3rd 4th ≥ 5th Intern Post-Doc

Research interests: _____

Position that you are applying for (Please, check only ONE):

- ____ International Student Liaison Representative
- ____ Communications Representative
- ____ Awards & Development Representative
- ____ Programs Representative