**APPOINTMENT OF CHAIR AND DEPUTY CHAIR**

**JMO FORUM 2018**

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The PMCV is seeking to appoint a Chair and Deputy Chair of the JMO Forum for 2019 to provide leadership to the Victorian JMO Forum for 2019.

Information regarding the role and the work of the Victorian JMO Forum can be found at: <http://www.pmcv.com.au/jmo-welfare-a-support>

**Appointment process**

The process for the appointment of the Victorian JMO Forum Chair and/or Deputy Chair is as follows.

1. Any Victorian JMO is eligible to nominate for the position of Chair or Deputy Chair JMO Forum. The nominee would normally be a PGY1, 2 or 3 working in a prevocational position in a Victorian health service.
2. The position of Chair and Deputy Chair would be a one year appointments (i.e. for the 2019 calendar year).
3. Applicants interested in either the position of Chair or Deputy Chair of the JMO Forum must lodge an “Expression of Interest” with the PMCV Chief Executive Officer, Ms Carol Jordon.

The “Expression of Interest” should include:

* + Which position you are nominating for (i.e. Chair or Deputy Chair)
  + The applicant’s name, and level of position in 2018;
  + A brief statement (one or two paragraphs) as to why you would be interested in taking on the role.

1. A letter of support from your health service supporting your nomination (i.e. from your 2017/18 employing health service.
2. A brief CV should also accompany the application (no more than 2-3 pages).
3. An “Expression of Interest” should be lodged by email to Ms Carol Jordon, CEO, PMCV: email: [cjordon@pmcv.com](mailto:cjordon@pmcv.com) and received no later than **5.00pm, Friday 26 October 2018.**
4. In the event of more than one nomination being received for each of the position of Chair or Deputy Chair, a panel will be convened to consider the applications. The panel will include the current Chair/Deputy Chair of the 2018 JMO Forum, the PMCV Medical Advisor, Education Manager and CEO, who will provide a recommendation to the PMCV Board.
5. The appointment of the Chair /Deputy Chair will be advised by email to all current members of the JMO Forum upon confirmation

A list of anticipated duties of the Chair and Deputy Chair is at Appendix 1.

Carol Jordon, CEO,

1 October 2018.