

CFMS NATIONAL OFFICER OF PARTNERSHIPS (NOP) TERMS OF REFERENCE



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Background

The Canadian Federation of Medical Students (CFMS) is the representative voice of Canadian medical students to the national medical organizations, to the federal government, to the public, and to other external bodies. The CFMS represents over 8000 medical students at 15 Canadian medical schools from coast to coast. It is the mission of the CFMS to represent, support, and connect its members. The CFMS aims to communicate within its membership, as well as from its membership, to the world at large. As an ever-expanding organization, the CFMS continually strives to meet the consistent and changing needs of Canadian medical students.

Introduction

The CFMS recognizes the value of collaborations with local and international partners especially as it relates to global health activities. As a voting member of the International Federation of Medical Student Associations (IFMSA), the CFMS strives to maximize the opportunities for its members to contribute meaningfully to IFMSA activities. In alignment with these values, the National Officer of Partnerships (NOP) position supports the CFMS Director Global Health (Dir. GH) in overseeing strategic collaborative work in global health between the CFMS and local and international stakeholders.

Term

1. The position of NOP is a one-year position. The NOP is recruited through the Spring Nominations Committee process granting a transition period until they assume office immediately following the Annual General Meeting of the same year.

Accountability

2. This position reports to the Dir. GH.
3. Positions/committees that report to this position:
 - 3.1. CFMS Global Health Partnerships committee.
 - 3.2. Task forces, working groups and sub-committees within the CFMS Global Health Partnerships framework.

Responsibilities

4. Connect: The NOP will
 - 4.1. serve as chair of the Global Health Partnerships Committee

- 4.2. work with the Global Health Dyad to maintain communication with the CFMS Global Health Roundtable.
 - 4.3. liaise directly with the Dir. GH on an ongoing basis to advance the strategic direction of the GH Portfolio.
 - 4.4. work to establish partnerships with relevant global health organizations such as but not limited to seeking out global health internships and mentorship opportunities for CFMS members.
 - 4.5. ensure dissemination and promotion of IFMSA opportunities to CFMS members through different communication channels including but not limited to the CFMS Global Health Newsletter and through social media.
5. Support: The NOP will
- 5.1. work alongside the Dir. GH to develop and strengthen partnerships with the IFMSA.
 - 5.2. attend CFMS Global Health Roundtable meetings and assist the Global Health Dyad in their facilitation as appropriate.
 - 5.3. attend bi-monthly Global Health National Officer teleconferences.
 - 5.4. assist the Dir. GH on other portfolio tasks related to global health.
 - 5.5. oversee recruitment and transition of CFMS Global Health Partnerships Committee.
 - 5.6. ensure adequate transition with the incoming NOP upon completion of their term.
6. Represent: The NOP will
- 6.1. serve on external committees as delegated by the Dir. GH.
 - 6.2. serve as a spokesperson for the CFMS on matters related to GH as delegated.

Terms of References are subject to annual review by the CFMS Governance Committee prior to submission to the CFMS Board of Directors for adoption and publication.