



2015 Committee Member Selection

Information booklet

To apply, please use the Application Form

Introduction

Dear Cardiff Medical Student,

Many thanks for expressing an interest in applying for a place on the 2015-2016 Cardiff University Research Society Committee. This document is divided into two parts: the first outlines the core aims and values of the society, whilst the second gives information on the various positions for which you may apply. The application can be completed by using [this application form](#).

The application form requires you to indicate which position you wish to apply for. You may select only one 'preferred' position, although it is advisable that you select other 'subsidiary' positions to increase the chances of your being successful. Upon applying you will be required to submit a personal statement of no more than 350 words outlining why you are applying for a position on the 2015 Committee and how you feel you are able to contribute to the society. Please note that you do not need to have to have a strong desire to undertake an academic career to apply for a place on the committee; all roles will equip you with many skills and competencies that are pertinent to all areas of medicine and surgery. However, it is advisable that you demonstrate how your skills and experiences make you suitable for the position you are applying for.

If you have any questions about applying, please email cures@cardiff.ac.uk. The deadline for submission is **5pm, Friday 3rd April 2015**.

After the deadline, all application forms will be anonymised and distributed to the existing committee members. Each member will then independently assess your application, allocating a score based on predefined criteria. These scores will then be collated, with the highest scoring applicants being allocated their position of choice. All applicants will be notified of the outcome of their application on **Wednesday 8th April 2015**.

We have tried hard to ensure that the application process is as fair and objective as possible. If you have any questions relating to any aspect, please do not hesitate to get in touch.

We wish you the best of luck with your application.

Kind regards,

Robert Michael Lundin

Outgoing President, Cardiff University Research Society

Section 1: CUREs core aims and values

- I. The *primary aim* of the society is to promote and foster a passion for basic science and clinical research among undergraduate medical students at Cardiff University.

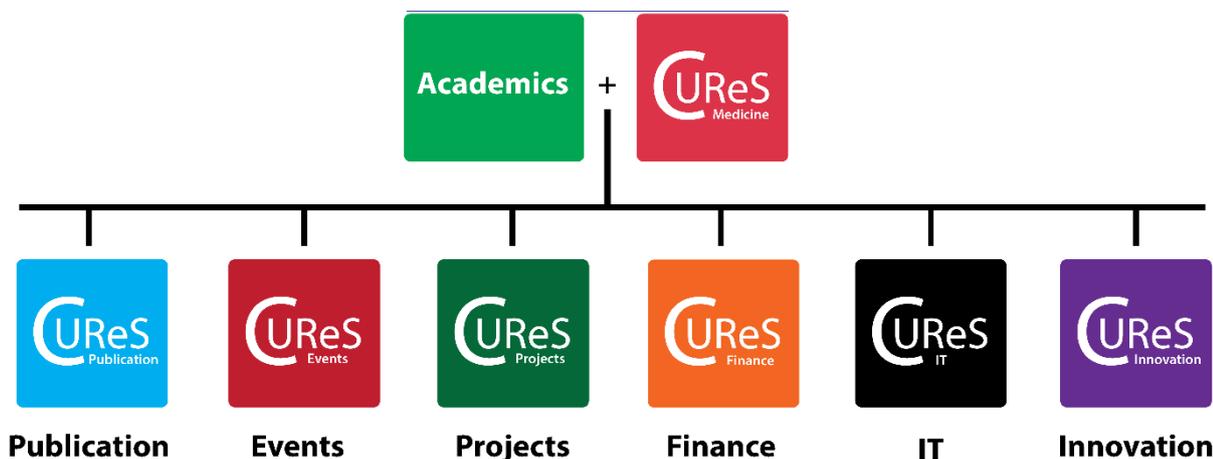
- II. The *secondary aims* of the society are:
 - a. To facilitate a mutually beneficial relationship between the highly renowned research groups within the School of Medicine and Bioscience, and the medical student body.
 - b. To provide medical students with opportunities for engagement in all stages of basic science and clinical research, from conception to dissemination.
 - c. To provide medical students with a forum in which to share ideas and disseminate their experiences of research with other likeminded individuals.
 - d. To inform and educate students of the current academic career pathway and make them aware of the ways in which they can fully utilise research orientated opportunities during their undergraduate medical training.
 - e. To forge new, and foster existing, links with undergraduate research societies at other academic institutions throughout the United Kingdom and further afield.

- III. The committee must dedicate their all to ensuring that CUREs is run to a high level of quality, ensuring that the philosophy and values as laid out in this Constitution are upheld at all times. Upon being selected, all committee Members should strive to operate with integrity and selflessness, acting only for the benefit of the society and the medical students and faculty of Cardiff University.

Section 2: Leadership and committee positions

In 2014 it was decided that the CUREs committee would need to take on more committee members in order to allow for further expansion of activities and schemes. To make it possible to have more students involved the following core activities have been divided into subcommittees. Each subcommittee will have a student lead as well as one attached academic. Additional positions are then available for students depending on the number required.

To apply, please use the application form to select the area you are interested in. From the applicants, a student lead for each committee will be selected based on the supporting statement with additional students allocated to each subcommittee based on the number needed.



President: (1 student lead)

The President is responsible for conducting the general operations of the society. They should be a senior medical student who has experience of and is passionate about research, and who is dedicated to inspiring and improving opportunities available to medical students at Cardiff University. As the highest official representative of CUREs, the President is responsible for acting as spokesperson for the society and reports directly to the Dean of Medical Education.

Projects: (1 student lead and 2 student members)

The projects group runs the short duration projects, summer projects, taster days, larger special projects and the mentoring scheme. This will require at least 3 students as the various projects cover most parts of the year. This will significantly increase the number of projects we can run, which is currently limited to 20 summer, 10 short and 1 special. For more information about our projects, please see our [website](#). The student projects lead will also be a permanent member of the SSC working group.

Events: (1 student lead and 3 student members)

The events team organises conferences (our local CUREs Symposium during the fall and a larger national conference in the spring), maintains a list of conferences online that students can go to, organises the skills training events (oral presentations, critical appraisal), research talks by leading academics and outreach components aimed at 6th form students. The student lead will also be a permanent member of the SSC showcase team.

Finance: (1 student lead)

The finance lead manages budgets for the subcommittees, handles reimbursements and invoices. The lead will also apply for additional funding for events and summer projects from sponsors and external grants and manage any additional funding set aside for specific projects.

IT: (1 student lead, possibly 1 additional student member)

Responsibilities includes updating the website with information from the subcommittees, manage social media accounts and other web services (e.g. Eventbrite). The IT lead also supervises the CUREs inbox and delegates mail to the relevant committee member.

Publication: (1 student lead with additional members recruited at a later stage)

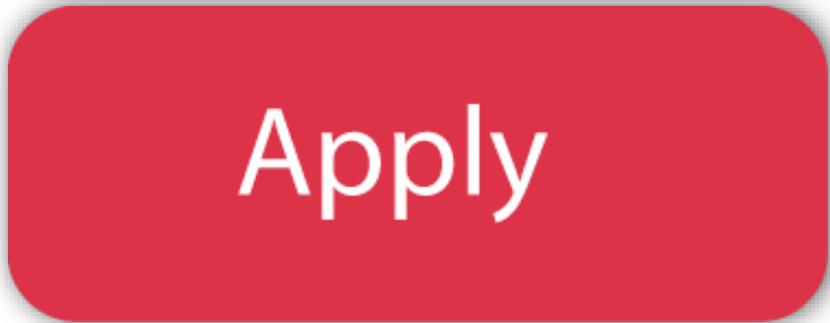
Cardiff, Bristol, Exeter and Plymouth have applied for funding to develop a central medical student publication where medical students can submit original research, editorials and letters to develop their academic writing. Depending on the outcome of this application, additional students would be recruited to help build this publication. The student lead would also be a permanent member of the C21 Editorial Team, update news articles and manage a monthly CUREs publication.

Innovation: (1 student lead and 3 student members)

The Clinical Innovation Group was setup in September 2014 to provide an informal meeting place for students with ideas to work with other likeminded students. The Innovation Group facilitates connections to industry and innovators to help take ideas further and a protocol is being developed with Prof Keith Harding to unify the innovation work within the school of Medicine.

Section 3: Application

To apply for a committee position on the 2015-2016 committee, please click on the button below.



Apply