

**Orthopaedic Division Executive
Roles and Responsibilities**



JUNIOR RESOURCE CHAIR

<p>Responsible for</p>	<p>The Junior Resource Chair shall prepare to assume the position of Senior Resource Chair one year after election by:</p> <ul style="list-style-type: none"> • Keeping abreast of current literature, events and pertinent issues within orthopaedic research worldwide and their application to Canadian practice; • Assisting with all current responsibilities of the Senior Resource Chair including: <ul style="list-style-type: none"> ○ Publishing the Orthopaedic Division Clinical Update (ODCU) ○ Organizing Webinar's ○ Reviewing and editing the outgoing course and job advertisements ○ Drafting summaries of NOD executive meetings • Attend Annual Symposium, act as an ambassador, and volunteer to assist in activities.
<p>Requirements</p>	<ul style="list-style-type: none"> • Physiotherapist • Experience with searching and critically appraising literature • Proven leadership work experience in a committee or similar role • Solid knowledge of Division procedures • Experience with online software (Google Drive, Dropbox) • Strong organization skills with a problem-solving attitude • Excellent written and verbal communication skills • Attention to detail
<p>Term of Appointment</p>	<ul style="list-style-type: none"> • 1 year Junior Resource Chair (AGM-AGM) • 1 year Senior Resource Chair (AGM-AGM)