

Criteria for Selection of Student Taskforce Coordinator(s)

1. Conference Attendance:

- Applicants must have attended at least one previous AMEE conference preferably in person.
- Priority will be given to those who have recent conference attendance, as this indicates familiarity with the AMEE Conference format.

2. AMEE Student Taskforce Experience:

- Applicants with prior experience in the AMEE Student Taskforce, will be preferred as they have demonstrated commitment and understanding of the taskforce's operational dynamics.

3. Educational and Professional Background:

- Proof of enrolment in a health profession programme is mandatory.
- The applicant's institution, degree programme and year of study will be reviewed to ensure they are able to effectively contribute to and benefit from the role.

4. Leadership and Organisational Experience:

- Details of relevant experience, such as roles in student organisations, volunteer positions, or other leadership capacities, will be assessed.
- Applicants should demonstrate strong organisational skills, leadership abilities, effective communication abilities, experience in managing or coordinating teams that are relevant to the demands of a coordinator role.
- Online coordinators should be proficient in using online tools for remote collaboration, such as Zoom.

5. Motivation and Vision:

- Applicants need to articulate their motivation for wanting to become an STF Coordinator.
- The vision for their contribution to the AMEE Conference should align with AMEE's goals and show an understanding of the role's impact on the conference's success.

6. Geographical and Cultural Representation:

- Consideration will be given to ensure geographical diversity to reflect AMEE's international scope.
- This criterion supports AMEE's commitment to inclusivity and global representation.

7. Availability and Commitment:

- Confirmation of availability for the entire term of the role, including preparation for and presence at specific conference dates, is critical.
- This ensures the candidate can fully participate in and contribute to all required activities.

Selection Process

- **Screening:** Initial screening to verify basic eligibility criteria such as proof of enrolment, previous AMEE attendance, and taskforce involvement.
- **Review:** Further evaluation of experiences, skills, and motivation as detailed in the application form.
- **Selection:** The candidate(s) whose profile best meets the selection criteria and demonstrates the greatest potential to contribute effectively as a coordinator will be chosen.

These criteria ensure that the selection process is structured, fair, and aligned with the specific requirements and expectations for the Student Taskforce Coordinator role at an AMEE Conference.