**Aid Projects Officer**

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| **Name of position:** | Aid Projects Officer |
| **Elected:** | At AGM, by secret ballot |
| **Position description and main roles:** | **Educating, inspiring and Empowering:**  The Aid Projects Officer works within Insights ethos to educate about maternal health and the inequities faced by mothers in the developing world and inspire and empower people to make change through involvement with our Birthing Kits Workshop. Furthermore, they manage the textbook database for the Society and continue to encourage the Society to develop and grow.  **Practical aspects of the role:**  Birthing Kits Workshop: organise and host the annual event which brings in students and staff from the University of Adelaide and Uni SA and community members. As with all events, this includes venue and logistics, catering and organising a speaker in addition with liaising with the Birthing Kits Foundation Australia. You will also need close discussions with the Sponsorship Officer and organise additional sponsors for this event.  Textbooks: managing the collection of donated medical, nursing, and dentistry textbooks; sorting and organising the books; updating the online database; selling books through the database and at Insight events. The majority of these textbooks will be sold for fundraising.  The Aid Projects Officer is also responsible for researching and developing new opportunities for involvement in developing communities, researching and developing placement opportunities in developing communities for possible incorporation into the curriculum, and being responsible for helping Medical Students organise global health Electives. |
| **Positives of position:** | * Organising the Birthing Kits Workshop is an amazing experience! * Managing the textbooks can be very rewarding when large amounts of funds are raised and is fulfilling to have such a tangible role. * Flexibility to take on additional projects, as desired |
| **Negatives of position:** | * Organising with helpers to physically move the textbooks to where they will be donated/sold, as well as the coordination and cataloguing of books (smaller number now makes this easier) * Uncertainty of participant turnout for Birthing Kits Workshop * Moving all the boxes, textbooks and materials can be extremely tedious and difficult without a car! Whilst this isn’t necessary (I didn’t have one), it’ll make the events easier and smoother to run. |
| **Time required:** | It is difficult to give a number of hours/week. Time fluctuates throughout the year, around 2-6 hours/week from the start of the term to May when the Birthing Kits Workshop takes place, however usually <1 hour per week. |
| **Ideas for the future:** | Sell the textbooks via our website  Moving the Birthing Kits Workshop to the AHMS and considering changing the format (to accommodate more participants) |
| **Experience required:** | No experience required, just enthusiasm!  Helpful to have some event organization experience, and ideas for improving the current projects.  For an organized person, the workload is easily manageable. |
| **Past office bearers:** | Aid Officer  2019: Yeji Kim (MBBS IIII)  Past projects officers:  2018: Lydia Lee (BDS V)  2017: Shaun Gerschwitz (MBBS III)  2016: Shaun Gerschwitz (MBBS II)  2015: Brian Nguyen (MBBS IV)  Past Birthing Kits Workshop:  2016: Alyssa Pradhan (MBBS V)  2015: Annabelle Hayes (MBBS VI)  2014: Arushi Kansal (MBBS VI) |