

Student/New Graduate Liaison

Position Statement:

The role of the Student/New Graduate Liaison is to act as a representative of the nursing student body across Ontario post-secondary institutions. The Student/New Graduate serves the Board in an advisory capacity and performs duties as required. The Student/New Graduate Liaison works closely with the Communication Director to engage and inspire undergraduate nursing students to the field of Gerontological nursing through social media, mentorship, and post-secondary institutions.

Term of Office & Succession

The Student/New Graduate Liaison is elected by the membership at the Annual General Meeting (AGM) for a two year term and may be re-elected for an another two (2) year term.

Responsibilities:

1. Attends and participates in provincial Board Meetings and Ad Hoc committees as required.
2. Submits a report for the Annual Report and for board meetings, as requested by the President.
3. Participates in the development and implementation of short-term and long-term strategies for the organization.
4. Collaborates with the Communication Director to manage online communication (GNAO website, Facebook, and Twitter) with intent to promote opportunities in gerontological nursing education and training.
5. Stays current on upcoming training events, workshops, conferences and certifications and shares these via social media with support from the Communication Director. This includes updating, editing, and organizing content for each of the communication outlets.
6. Participates in the development and revision of promotional materials meant to recruit and retain members and/ or to promote other GNAO opportunities.
7. Promotes member engagement through mentorship initiatives and special projects (i.e. GNAO newsletter features).
8. Monitor and engage students using various features and sections embedded with the GNAO website by capitalizing on social media outlets and email/phone communications with committees, schools and students.

Time Commitment:

6 hours per Provincial Board Meetings (face-to-face) x 2
2 hours per Provincial Board Meeting (teleconference) x2
2 hours per Annual General Meeting x1
1 hour meeting preparation x 5
1 hour preparation for the Annual Report x1
1 day (plus travel) attendance at the Provincial
Conference (biennially)

Required Skills:

Leadership, facilitation skills, proficient use of computer including word processor, email and internet applications including social media. Website maintenance skills are an asset.

Required Equipment:

Computer with internet access, software, printing capabilities and access to a vehicle for required travel.

Qualifications:

The Student/New Graduate Liaison must be a member in good standing and sign the GNAO confidentiality/code of conduct agreement. The Liaison must have leadership, facilitation, computer, and communication skills.