

IVSA Workgroup on Policy Statements and Position Papers -

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Chairman 2015-2016: Hannah van Velzen, IVSA the Netherlands

ExCo Committee Co-ordinator: Aqil Jeenah, IVSA South Africa

Dear member of IVSA,

How amazing that you are interested in a position on this brand new working group of IVSA! In the past few years IVSA has moved to the forefront of representing veterinary students. Often members of ExCo attend important conferences, meetings and other events, where they are part of shaping the development of our profession. Representing such a huge amount of students is a task in itself, so it's up to us this year to make a start on putting IVSA's thoughts and opinions down on paper!

If you'd like to learn more about the general goals and positions available, then this is the document for you 😊 And if after giving it a thorough read, you have only become more enthusiastic about being part of this development, you can find a link to the application form at the bottom!

Looking forward to working with you!

Hannah van Velzen

General goals

The general goal of the Workgroup this year will be to create both Policy Statements and Position Papers on subjects relevant to the current veterinary field and to relevant to IVSA's members. *Policy Statements* are short statements that convey the policy of IVSA with regards to a particular topic. They will generally be released around the time of certain events, such as World Rabies Day and World Tuberculosis Day. *Position Papers* can be seen as a more extensive version of a policy statement, including background information and discussion so it is clear what the thought process behind the opinion is.

The first task of the Working Group therefore would be to investigate which topics are currently important for IVSA to express an opinion about. This will be done through direct contact with IVSA's three Standing Committees (AWC, SCoVE and SCOH) with the help of the Liaison Officers in each committee and through research done by certain members of the Workgroup.

Once targets for the Workgroup have been identified, members will write either Policy Statements or Position Papers (according to the topic targeted). These documents will be presented to the ExCo in draft versions and, once approved, presented to the GA for

approval.

Workgroup Members

Besides the Chairman and Committee Coordinator, the Workgroup shall consist of 7-8 members. Three of these members shall be termed Liason Officers. They will be the connection between the three committees and are placed within the Workgroup through direct application to committees themselves. It is their job to identify topics of interest to the Workgroup within the specific areas covered by the committees and conveys these to the Workgroup. **If you are interested in a position as Liason Officer, then please apply to the committee in question directly!!**

This leaves 4-5 positions in the Workgroup open for applicants. They are:

Topic Researcher and Author (2-3)

The first step of writing a paper is identifying topics that need IVSA's attention. This entails keeping up to date with current events in the veterinary world (both student and professional) and actively seeking out topics of interest to the Workgroup. Once the Workgroup has agreed that a topic is worth writing about, your next job is to draft the document in question. You can choose to do this alone, but can also delegate tasks to other Workgroup members, such as the Liason Officers.

Manual Coordinator (1)

It is important for IVSA to develop a manual on the process of Policy Statement and Position Paper creation, so that now and in the future all of these are created in a standardized way. As Manual Coordinator this will be your main responsibility. This entails investigating the manuals of other organizations, finding out which method suits our organization best and discussing with your fellow Workgroup members how things should be done, before collating the whole process in to our very own Manual.

Editor (1)

No paper is complete without a thorough spell check! It is the editors job to make sure all Policy Statements and Position Papers fit the rules set out by the Manual Coordinator, are in the same format and are written in proper and understandable English. For this position we are therefore looking specifically for someone who is fluent in this language!!

We look forward to your application! Please click on the link below, fill out the application form and send your separate motivation letter to policies@ivsa.org by **the 25th of September 2015 23:59** (GMT).

Application form: <http://goo.gl/forms/QprnGAFIQK>