

WHAT YOU NEED TO KNOW ABOUT MSS FALL ELECTIONS POSITIONS

CLASS COUNCIL

1. MONTREAL CLASS PRESIDENT

- 1.1. To manage all of their class's activities efficiently.
- 1.2. To represent their class on all official occasions.
- 1.3. To represent their class to members of the Faculty of Medicine of McGill University deanery.
- 1.4. To represent their class at meetings of the General Council.
- 1.5. To represent their class on the standing subcommittees and ad-hoc subcommittees of the MSS.
- 1.6. To represent their class at Presidents' meetings with the Associate Dean of Medical Education & Internal Affairs.
- 1.7. To represent their class on committees organized by the Faculty of Medicine Administration that require student members.
- 1.8. To represent their class on the Faculty's Curriculum Committee.

Past Class President: Denis Rompotinos (denis.rompotinos@mail.mcgill.ca)

2. MONTREAL CLASS REPRESENTATIVES

- 2.1. To represent their class at meetings of the General Council; to represent their class at meetings of the General Council in the capacity of Montreal Class president, if the situation arises that the class president is not in attendance.
- 2.2. To organize and promote all activities deemed necessary and appropriate by their Class Council; to be responsible for organizing all social events for their class.

Past Class Representatives: Julie-Anne Lemay & Vincent Dupont (julie-anne.lemay@mail.mcgill.ca, vincent.dupont@mail.mcgill.ca)

3. MONTREAL CLASS TREASURER

- 3.1. To manage the finances of their class and conduct affairs of business on behalf of the class.
- 3.2. To ensure that sponsorship of events organized by their class is in line with the policies of the Society. The Montreal Class Treasurer will cooperate with the Vice-President Finance and Executive Vice President in this matter.
- 3.3. To attend all meetings of the General Council.
- 3.4. To serve on the Finance Committee, and sponsorship committees for society events, and to play an active role in aiding the Vice President Finance & Executive Vice President in duties relating to the General Council and society sponsorships and finances at large.

Past Class Treasurer: Benson Wan (benson.wan@mail.mcgill.ca)

4. MONTREAL ACADEMIC REPRESENTATIVE

Role

Represent the class for academic matters and strive to improve the academic experience of all classmates.

Responsibilities

- Represent and advocate for your class at the following meetings:
 - ACE program meeting (Ambassadors for comprehensive education) (2-3/year)
 - Medical Education committee meetings (1/month)
 - Student Leadership meetings with Dr. Cummings (1/month, optional)
 - MSS General Council meetings (4-5/year)
 - Our UGME sessions (3-4/year)
 - Block Feedback meetings (after each block exam)
 - Class council meetings (1/month or as needed)
- Stay in close communication with the president, work as a team.
- Introduce yourself to the block leader at the beginning of each block.
- Upload the documents in the google drive for every block.
- Write the report for every feedback meeting at the end of each block.
- Take care of the calendar for your class: google calendar with every exam and assessment.
- Answer all the questions of your class for academic matters.
- Be sure PowerPoints and documents for small groups are posted on MyCourses on time.

- Make a list of “To Dos” for every block (assessment, exam, quiz) posted on Facebook and sent in the newsletter.
- Be sure that the recordings are posted on time.
- Organize and facilitate the creation of academic resources for your class (Collab notes, flashcards, etc.)
- Monitor the Academics Facebook group.
- Represent the class at some events. For example, the Academic Representative is invited to speak at the LFME Thank You Gala.

Past Med-1 Academic Representative: Ryan Antel (Ryan.antel@mail.mcgill.ca)

5. GATINEAU CLASS PRESIDENT

- 5.1.** To manage all of their class’s activities efficiently.
- 5.2.** To represent their class on all official occasions.
- 5.3.** To represent their class to members of the Faculty of Medicine of McGill University deanery.
- 5.4.** To represent their class at meetings of the General Council.
- 5.5.** To represent their class on the standing subcommittees and ad-hoc subcommittees of the MSS.
- 5.6.** To represent their class at Presidents’ meetings with the Associate Dean of Medical Education & Internal Affairs.
- 5.7.** To represent their class on committees organized by the Faculty of Medicine Administration that require student members.
- 5.8.** To represent their class on the Faculty’s Curriculum Committee.
- 5.9.** To manage the finances of their class and conduct affairs of business on behalf of the class.
- 5.10.** To ensure that sponsorship of events organized by their class is in line with the policies of the Society. The Gatineau Class President will cooperate with the Vice-President Finance and Executive Vice President in this matter.
- 5.11.** To serve on the Finance Committee, and sponsorship committees for society events, and to play an active role in aiding the Vice President Finance & Executive Vice President in duties relating to the General Council and society sponsorships and finances at large.

6. GATINEAU CLASS VICE PRESIDENT

- 6.1.** To represent their class at meetings of the General Council; to represent their class at meetings of the General Council in the capacity of class president, if the situation arises that the Gatineau class president is not in attendance.
- 6.2.** To organize and promote all activities deemed necessary and appropriate by their Class Council; to be responsible for organizing all social events for their class.
- 6.3.** To aid the Gatineau Class President in fulfilling all Gatineau class presidential duties, and to fulfill those duties if the Gatineau Class President should become unable to.

EXECUTIVE COUNCIL

6. VP GLOBAL HEALTH JR.

Role - in partnership with the VP Global Health Sr.

Disseminate global health news and opportunities to the student body, coordinate local projects with the MSS global health committee, and collaborate with external bodies on larger-scale initiatives.

Key:

- CFMS = Canadian Federation of Medical Students
- FMEQ = Fédération Médicale Étudiant(e)s du Québec
- IFMSA-Qc = International Federation of Medical Students' Associations – Quebec

Responsibilities

- Participate in the following meetings:
 - MSS General Council meetings (4-5/year)
 - Executive Council meetings (1/month)
- Represent the MSS at
 - CFMS:
 - Annual General Meeting (Sept. 20th - Sept. 23rd)
 - Spring General Meeting (April)
 - Global Health Conference Calls
 - FMEQ:

- IFMSA-Qc Summer Retreat (August)
 - IFMSA-Qc Mid-term Meeting (January)
 - IFMSA-Qc General Assembly (June)
 -
- Disseminate global health opportunities and news
- Co-chair the MSS Global Health Committee
 - IFMSA-Qc + CFMS-GH
 - Coordinate with local and national officers on local global health projects
 - Execute national campaigns
 -
- Oversee MSS Global health special projects
 - Global Health and Social Medicine Certificate Program
 - MSS Global Health Mentorship Program
 - Admission Support Program for Underrepresented Groups in Medicine
 -
- Collaborate with McGill Global Health Programs

Structure

- Canada has two main medical student associations, the CFMS and the FMEQ.
 - McGill is part of both CFMS and FMEQ.
- The CFMS
 - represents all Canadian medical schools outside of Quebec plus McGill
 - The international branch that works on global health is the CFMS-Global Health
- The FMEQ
 - represents all medical schools in Quebec, including McGill
 - The international branch that works on global health topics only is the IFMSA-Qc
- The International Federation of Medical Students' Associations (IFMSA).
 - The international branches of all medical student associations are under the umbrella of IFMSA that works on global health projects.
 - Similarly, United States have a medical student association called the American Medical Student Association (AMSA), which has an international branch called AMSA-Global Health.

So as you probably noticed, the nomenclature used to name the international branch of each medical student association is not consistent. Indeed, some use IFMSA and then add the region (e.g., IFMSA-Qc), while other add global health to the name of the student association (e.g., CFMS-GH). This might cause some confusion, but remember that IFMSA-Qc and CFMS-GH are equivalent organizations, but they

simply represent different schools. They also have the same internal structure. Each organization has an executive council and one national officer for each portfolio. In each school, there are local officers for each portfolio. The national officer oversees the work of the local officers in his or her portfolio.

Past VP Global Health Jr.: Rose-Marie Vincent (rosemarie.vincent@mail.mcgill.ca)