

## Director of Academia

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### Position Description

Title of position:	Director of Academia
Reports to:	Chief Executive
Term of position:	Reviewed after 1 year (Min. 2 year term)
Type of role:	Voluntary

### Organisation Overview

Melanin Medics is a non-profit charitable organisation for the present and future African and Caribbean doctor. Our mission is to promote diversity in Medicine, widen aspirations and aid career progression through educational programmes, social empowerment and valuable resources. We are focused on implementing positive, practical solutions to support African and Caribbean aspiring medics, medical students and doctors in the UK who have been found to face a number of challenges on their career journeys.

Founded in 2017, Melanin Medics serves over 900 members collectively within our networks of aspiring medics, medical students and doctors. Melanin Medics is committed to being a representative voice for both the current and future African and Caribbean doctor in the UK.

We believe that the power of our organisation comes from the passionate people who believe in our mission and similarly desire to make a difference to those around them. Melanin Medics is a rewarding working environment that provides our team with a strong sense of achievement and recognition for the important work we do.

### Job Overview

The Director of Academia is responsible for leading the Melanin Medics Research Network and educational programmes, ensuring that high standards of quality and service are maintained.

### Responsibilities and Duties

- Establishing an agenda for developing a coherent research strategy and set of research objectives organised around the interests of research network members
- Accountable for the development and delivery of a research project for the operational year
- Overseeing the curation of educational resources to support the delivery of MM programs
- Developing and maintaining effective relationships with Melanin Medics diverse member base, external research experts and other stakeholders.
- Developing and maintaining effective relationships with officials and stakeholders outside the MM membership to progress MM research and academia agenda.
- Must play an active role in engaging in Melanin Medics Projects, for the operational year
- Must act as a spokesperson for Melanin Medics with key stakeholders at advocacy initiatives to further the EDI agenda, for the operational year.

### Essential Selection Criteria

- Strong ethical leadership abilities.

To apply: please complete the Application form and submit your along with the names and contact details of two references via <https://tally.so/r/meqQKx>. **Deadline:** 30th of June 2022

- Excellent written and verbal communication skills.
- Strong people skills.
- Outstanding organizational skills.
- Ability to develop programmes
- Demonstrable research proficiency and experience

### **Desirable Selection Criteria**

- Experience working in a not-for-profit organisation or charity role with exposure to the not-for-profit sector would be an advantage

### **Organisational Relationships**

- Reports to the Chief Executive
- Manages significant projects and/or functions, including responsibility within the organisation for the research network and educational activities
- Works closely with: Academia officers and Board of Directors

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