



# INS

International  
Neuropsychological  
Society

*Founded in 1967*

## CALL FOR APPLICATIONS INS Student Liaison Committee

*The INS Student Liaison Committee (SLC) was founded to foster international communication and networking among students of the neuropsychological sciences and to promote student development within INS. The SLC is currently seeking applications for two student representative positions and we look forward to reviewing your application!*

**Application Deadline: May 31st, 2024 at 11:59 pm US EST**

### ELIGIBILITY TO APPLY

Two positions are currently open for Student/Associate Members of INS. Please be advised that the location requirements vary by position.

### AVAILABLE POSITIONS

- **Mid-Year Meeting Representative (Brisbane Meeting 2025) (1)**
  - *Must be located in Australia, ideally Brisbane*
- **Annual Meeting Representative (Philadelphia, 2026) (1)**
  - *Must be located in North America*

### BENEFITS

- ✓ **Organizational leadership** experience
- ✓ **Network with international leaders** in neuropsychology
- ✓ **Be a voice for students & trainees** in the neuropsychological sciences
- ✓ **Fee waiver for INS meeting registration**

### REQUIREMENTS

Specific roles and responsibilities for each position are described below. Time commitment averages approximately 10-15 hours/month, but may increase during major projects specific to each position (e.g., conference planning, analysis of survey data, etc.).

The following is required of all SLC representatives:

- ✓ Current Student/Associate Membership in the INS
  - If you're not already an INS Member, please join here before submitting your application: <https://www.the-ins.org/join-ins/member-application/>
- ✓ Active participation in quarterly conference calls
  - Report ongoing efforts and progress towards position goals

- ✓ Attendance at INS North American and/or Mid-Year Meeting(s), including:
  - Participation in the SLC programs and social/networking events
  - Support for the INS staff as needed
  - Training and orientation of new committee members

## **INS SLC REPRESENTATIVE ROLES AND RESPONSIBILITIES**

### **MID-YEAR MEETING REPRESENTATIVE (for Brisbane 2025 Meeting)**

*1 Position Available*

*Start date: July 2024*

*1 year term*

#### **Responsibilities:**

- Work with INS Mid-Year Meeting Program Committee Chairs ahead of and during the meeting to:
  - Develop and organize professional development and academic workshops/panels
  - Solicit potential presenters
  - Select student abstracts for awards
  - Plan student social/networking event(s)
- Attendance at the Brisbane 2025 Meeting to host SLC events

#### **Preferable Qualifications:**

- Exceptional planning and organizational skills
- Strong social and communication skills
- Previous experience in program development or leadership

### **ANNUAL PROGRAM REPRESENTATIVE**

*1 Position Available*

*Start date: February 2025*

*1 (+) year term*

#### **Responsibilities:**

- Work with INS 2026 (Philadelphia, USA) Annual Meeting Program Committee Chairs to:
  - Develop and organize professional development and academic workshops/panels
  - Solicit potential presenters
  - Select student abstracts for awards
  - Plan student social/networking event(s)
- Attendance at the INS 2026 Annual Meeting in Philadelphia to host SLC events

#### **Preferable Qualifications:**

- Students with exceptional planning/organizational skills
- Strong social and communication skills
- Previous experience in program development or leadership

## **HOW TO APPLY**

Current Student/Associate Members of INS are eligible to apply. Please email the following application materials to Aishani Desai and Kendra Pizzonia at [insslapplications@gmail.com](mailto:insslapplications@gmail.com). If you have any questions about the details of the positions you may reach out directly to Kendra Pizzonia ([ka104818@ohio.edu](mailto:ka104818@ohio.edu)) and Aishani Desai ([aishani-bharat.desai@hdr.mq.edu.au](mailto:aishani-bharat.desai@hdr.mq.edu.au)).

**Deadline: May 31st, 2024 at 11:59pm (US EST)**

### ***1. Complete the Application Form:***

[https://docs.google.com/forms/d/e/1FAIpQLSfeY3VV0JiAxNGrNNiUUHcRcEAdRLIZiJPHCpb9YoZhNROxAA/viewform?usp=pp\\_url](https://docs.google.com/forms/d/e/1FAIpQLSfeY3VV0JiAxNGrNNiUUHcRcEAdRLIZiJPHCpb9YoZhNROxAA/viewform?usp=pp_url)

This includes:

- a. Abbreviated Curriculum Vitae** - Limited to two pages
- b. Cover Letter** - Describe your qualifications and how you plan to contribute to the goals and mission of the SLC through your desired position; maximum of two pages

### ***2. Letter(s) of Support***

- a. Letter(s) of Support should be provided by a faculty sponsor and INS Regular Member
  - If faculty sponsor is a Regular Member of INS only one letter is required
- b. Letters of Support should be sent by your sponsor(s) by the deadline via e-mail to Aishani Desai and Kendra Pizzonia at [insslapplications@gmail.com](mailto:insslapplications@gmail.com).