

ROLE AND RESPONSIBILITIES DESCRIPTION

SECRETARY FOR ASSOCIATE MEMBERS

The Secretary for Associate Members is a member of the Association's Council.

The Secretary for Associate Members will represent those members of the Society who are non-medical professionals working in the field of infection (e.g. pharmacists, nurses, clinical scientists, and other allied healthcare professionals) on Council business. The brief is less specific than some of the other Council posts, and will to some extent vary with the particular expertise of the individual.

General responsibilities will include:

- Working to increase membership from non- medical groups.
- Negotiating membership fees for associate members.
- Keeping BIA Council briefed on external matters of relevance.
- Acting as a link between BIA and other professional groups.
- Contributing to the newsletter on relevant activities.

The term of office is 3 years and the post is elected from among the general membership of the Association.

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