

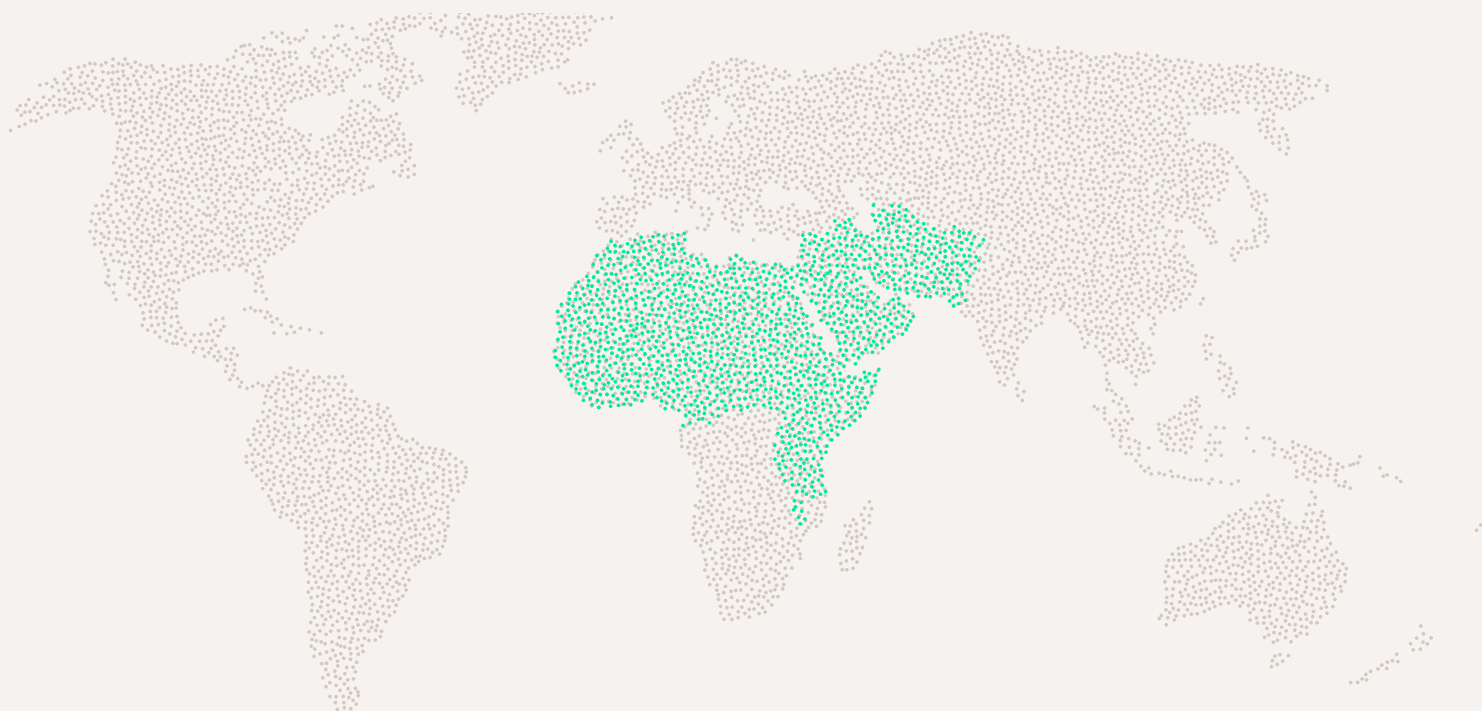
## Job description

# AO Trauma Middle East and Northern Africa Community Development Committee (AO TMENACDC) member

### AO Trauma Middle East and Northern Africa is looking for:

A highly-motivated trauma/orthopedic surgeon, who is altruistic, a true team player, and who has the vision and astuteness to further develop the AO Trauma community. The successful applicant will be member of the AO Trauma Middle East and Northern Africa Community Development Committee to advance the AO Trauma Community Development portfolio. The candidate should have a reputable education and background in orthopedic trauma surgery, ideally combined with a good business and strategic awareness. He/she should have international experience and be able to work in multi-cultural environments.

<b>Position</b>	AO Trauma Middle East and Northern Africa Committee Member
<b>Function</b>	AO Trauma Middle East and Northern Africa Community Development Committee Member
<b>Territory</b>	Middle East and Northern Africa
<b>Reporting to</b>	Chairperson AO Trauma Middle East and Northern Africa Community Development Committee
<b>Term</b>	Three (3) years as AO TMENACDC (one re-election possible)



# Responsibilities

## Accountabilities

Accountable to the AO TMENACDC and the member of the AO Trauma Middle East and Northern Africa (AO TMENA) community

- Lead AO TMENA Community Development without bias—enacting all AO Trauma Terms of
- References guidelines and policies
- Organize at least one regional networking/social event per year
- Establish and maintain a consistent communication channels
- Establish and maintain the social media presence (or website)
- Post relevant new content under the direction of the regional CD Officer at least twice per month
- Build partnerships and create alliances with local academic, medical, and educational societies
- Ensure succession planning for future community development officers of the council
- Ensure that AO TMENA remains a surgeon lead community—creating value for its members
- Define the AO Trauma community development focus and priorities based on feedback from the community and on current trends in the field of trauma and orthopedic surgery (includes the review and update of member benefit offerings), incl. AO Trauma membership
- Define the annual AO TMENACDC budget and plans
- Represent surgeon/orp community needs of the entire Middle East and Northern Africa region at the AO TMENA Community Development
- Supervise and monitor AO Trauma CDC projects (milestones and budget)

Accountable to the AO TMENA Board for the performance and compliance of the AO TMENA

- Ensure that AO TMENA as a whole conforms to all charters (incl. by-laws, shared values, code of ethics), templates of governance and policy guidelines of the AO Foundation
- Represent the interests of local members within the AO TMENA
- Convey and implement all AO TMENA Board directives, goals and objectives to the AO TMENACDC, its various stakeholders and its regional and country entities, and monitor performance and achievement
- Oversee the definition, implementation and monitoring of AO TMENA's mid-term plan activities
- Advance the vision and mission of the AO Foundation

# Requirements

## Essential criteria

- An AO Trauma paying member
- Experience in an AO Trauma officer role as current or past member of any AO TMENA County Council (must have held the position for minimum one year before becoming eligible for election)
- An active, practicing trauma and/ or orthopedic surgeon, with demonstrated knowledge and experience in trauma, ideally holding a leadership position at a university or academic institution

- An active AO Trauma community member, with considerable regional experience as AO Trauma faculty and/or chairperson in AO courses, symposia, etc. (Davos Courses exposure preferable) and/or Fellows
- A recognized member or officer on key national, regional or international trauma associations
- Does not hold other governance positions in AO Trauma. If elected from within the same governance body and keen to assume the position, he/she will be required to resign from the prior position as soon as the term as new chairperson-elect begins
- Ready to prepare, attend and actively participate in various governance meetings
- Highly motivated to develop and manage interpersonal connections across professional specialties and to continue to build up AO Trauma as the world leading Trauma body
- A good and clear communicator, a good listener and a facilitator
- Prepared to volunteer up to 1–2 days per month away from his/her clinical practice, as well as to be reasonably accessible at his/her clinical practice
- Prepared to volunteer up to 1 day per month for meeting preparation, correspondence by email or telephone
- Able to work in multi-cultural teams and environment
- Willing to travel regionally
- Have a good command of English (written and spoken). Any other global languages are advantageous
- Have experience in working with committees

### **Highly desirable criteria**

- Show proven innovation within his/her own institution or affiliated orthopedic bodies
- Have a broad personal network and strong relationships with regional and international opinion leaders in trauma and/or orthopedic surgery
- Enjoy leading people by engaging and delegating
- Have a sound business awareness—understands business strategy and marketing-like activities. Good project management skills
- Be a good project manager, delegator, and capable and willing to use diplomatic skills
- Have a good knowledge of Mac or Microsoft Office, ideally combined with other IT interests and skills
- Modern thinker, technical and social media savvy (an active blogger or online community leader would be an asset)
- Knowledge of local market and surgeons' needs
- Willingness to support AO Trauma Membership Manager in the development of the regional's member base

## Remuneration

### **As per AO Foundation's guidelines**