



CALL FOR APPLICATIONS IPAC CANADA DISTANCE EDUCATION ADVISORY COMMITTEE

IPAC Canada is seeking two members of the Distance Education Advisory Committee, one for a two year term and one for a three year term, both commencing January 1, 2015. An individual member may apply to serve a second term of three years after which there must be a minimum period of three years before that individual can apply again.

The Advisory Committee will offer guidance and recommendations on aspects of distance education course development and implementation. The purpose of the Advisory Committee is to offer a wider perspective than that held by individual instructors or other faculty members. Its mandate is to ensure the IPAC Canada distance education Basic Infection Prevention and Control course remains current and based on best-practices, and continues to meet the educational needs of Novice Infection Prevention and Control Professionals. See IPAC Canada Policy 10.40 for more information.

The Committee is comprised of the appointed Chair, four committee members and the Distance Education Course Coordinator(s). Members are chosen for their expertise in the areas of epidemiology, infection prevention and control, medical microbiology, infectious disease, and occupational health and safety.

Meetings will take place twice per year and ad hoc as deemed necessary. Meetings will take place by teleconference, which is funded by IPAC Canada. Interim discussion will take place by telephone or email. The committee Chair reports to the IPAC Canada Board through the Executive Director. This is a volunteer position and IPAC Canada does not provide funding for travel, accommodation or conference registration.

Qualifications:

- The applicant must have been a member of IPAC Canada for at least five years.
- Membership must be maintained in good standing during the term of this position.
- The applicant will have expertise in infection prevention and control, with a minimum of five years of experience. Additional expertise in epidemiology, medical microbiology, infectious disease, and occupational health and safety, as well as distance education instruction are assets to the experience required for this position.
- Certification in Infection Control is preferred but not mandatory.
- The applicant will have experience in the development of infection prevention and control curriculum in the following preferred but not mandatory settings: classroom and/or distance education.
- The applicant will have experience with working as a team member, with strong collaboration, communication and organizational abilities.
- The applicant has the time, personal commitment and support of their institution to serve IPAC Canada through this position.

APPLICATION MUST INCLUDE:

- A letter from applicant indicating if they are applying to be a member of the Distance Education Advisory Committee.
- The letter will indicate the applicant's interest in the position and demonstrate suitability for the position.
- The letter must include an outline of professional expertise, education and teaching experience, and IPAC Canada involvement, for example, service as an IPAC Canada Board Member, as a chapter executive member, as Chair of a Committee or Interest Group, and/or other Chapter involvement.
- A current curriculum vitae.

Applications must be received no later than **December 1, 2014**.

Applications to be forwarded to Executive Director, IPAC Canada at executivedirector@ipac-canada.org
Subject line: Application – Distance Education Advisory Committee

For additional information, contact:

Executive Director, IPAC Canada
Telephone: 1-866-999-7111
Email: executivedirector@ipac-canada.org

Or the Chair of the Distance Education Advisory Committee
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