



To all NAMDET Members. 1st July, 2024

Join the NAMDET Management Board

Dear NAMDET members,

We are looking for up to 4 new members to join the NAMDET Management Board who aim to drive forward and deliver on our agreed aims and objectives.

Our current five-year strategy plan, which is available on our website, has grown over the past few years, and we need help and expertise to continue to move forward. Our current website and forums page also need to be developed and promoted.

We will continue working with other organisations to help increase safety and build our portfolio and presence. We are particularly interested if you have skills and experience in any of the following key areas;

- Board secretary and managing meetings
- E-Learning, education, developing competencies
- Finance, marketing, promotion, advertising
- Governance, Assurance, Risk Management
- DERS (Dose Error Reduction Software) and infusion device safety
- National and Regional Coordination and membership
- Communications, MDET Journal, newsletters and website skills

We need to enlist the help of others to develop our specific work streams and increase our presence within the healthcare industry. As a result, we are looking for people who are passionate about patient and medical device safety, motivated, self-starters, and have lots of ideas.

You do not require any specific qualifications, but a proven track record of making things happen within the NAMDET arena is essential. You will need to be a current member of NAMDET and seek approval of your regional chair. You will join a team of like-minded, hardworking, fun people, but we anticipate that you will have your own area and portfolio to work towards.

You will be expected to work with the NAMDET to fulfil our current and annual obligations, including our showpiece yearly conference. The positions we are recruiting for will have full voting rights, but as a member of the Management Board, you will not be required to be added to the Companies House Director's list. The management board meets each month with regional chairs and secretaries (via TEAMS for up to an hour)

We plan to meet at least once per annum for a 'face-to-face' meeting, and we try to ensure that travel is as central as possible for these meetings. NAMDET Board appointments do not attract a salary, but we pay all reasonable travel and accommodation expenses.

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These new positions are initially for two years but can be extended depending on the organisation's needs and your commitment.

You will be expected to provide a written appraisal (no more than two sides of A4) of your background, experience, what you have achieved and how you would work to achieve NAMDET's current stated objectives and critical work areas.

We would particularly welcome applications from our industry colleagues and government bodies. If you are interested and require more information, then please get in touch with me via email.

All applications should be emailed to paul.lee@namdet.org by the **closing date of 21st July 2024**

For more information on our work streams and current projects, please visit our website at www.namdet.org

Yours sincerely,

Paul Lee

Paul T. Lee, Chair, NAMDET Ltd.
paul.lee@namdet.org

Our objectives



Status & Standing

Raise the status and standing of Medical Device Trainers and Educators



Mutual Support

Provide a forum for mutual support and assistance between members



Represent

Represent the consensus views and opinions of members at regional and national level



Inform & Improve

Inform and improve national policy and the regulatory landscape by communicating NAMDET member positions on issues of importance



Contribute

Positively contribute to reducing adverse medical device incidents