[](https://u1975523.ct.sendgrid.net/wf/click?upn=F4Jmxw89yOaF-2FrUaIZqlX7js0r91xAvgi4fKuHA-2Bp-2Fov4yrYDfDZ1QJVcIha-2BQLC_xXpU6HnpH7tCUYLv7L0uJQxr4xtOZoEqI2g-2BJm7zhgkU4w-2F05mZDEwUxTTtdgyrArOmmcZvBML7j6JXvXNQZOeAJEhTkFdvzxPod1LsbaFDXshHMo0zzcOQFAuqwEW1e1Ths1A9rCrYkT9HLsW8zkGbA8tsqHg0YmdBcCgdTQS5kujJ0XIpPV7m7HgJ6r3a254kpJhMz-2BKCn-2B2vTENnd1w-3D-3D)

**EXPRESSIONS OF INTEREST TO JOIN THE ARMS 2025 MELBOURNE CONFERENCE SUB-COMMITTEE**

Expressions of Interest are currently being sought from across the broad remit of ARMS including Australia, NZ/Pacific, and Singapore to serve on the Conference Sub-Committee for the 2025 event which will be held in Melbourne from 10 – 12 September.

The Society is looking for volunteers for the following roles:

**Co-Convenor(s).**

For this event two Co-Convenors are typically appointed and will work with the ARMS Executive Office to ensure delivery of all aspects of the conference including program development, planning, logistics, liaison, sponsorships, etc.

**A member of the Conference Sub-Committee.**

You will work with the Co-Convenors to support the delivery of all aspects of the conference including:

* Developing the conference theme and sub-themes.
* Developing a new and insightful program with topics that tie in with the overall conference theme.
* Securing unique, inspiring and a diverse range of local and international speakers.
* Reviewing abstract papers.
* Planning the Logistics of the conference.
* Liaising with key stakeholders.
* Assisting with securing sponsorship.
* Chairing sessions at the conference.
* Assisting with the Marketing of the conference.

Members from the VIC region are strongly encouraged to apply as local knowledge is an advantage.

NOTE: All sub-committee meetings will be conducted online and held monthly initially and will increase closer to the conference.

Sub-committee **involvement is voluntary**. Sub-committee members may be offered a complimentary registration however the role does not attract any other form of remuneration or financial compensation.

**Interested?**

If you are a current financial member of ARMS and have the commitment and drive to contribute to sub-committee meetings and related activities, please register your interest by completing the EOI and return to: [ARMSEvents@researchmanagement.org.au](mailto:ARMSEvents@researchmanagement.org.au) by no later than **Monday, 20 May 2024**

**EXPRESSIONS OF INTEREST TO JOIN THE ARMS 2025 MELBOURNE CONFERENCE SUB-COMMITTEE**

|  |  |
| --- | --- |
| **Name** |  |
| **Position** |  |
| **Organisation** |  |
| **Email Address** |  |

**EXPRESSION OF INTEREST- Conference Convenor or Co-Convenor Only**

|  |  |
| --- | --- |
| **I am interested in joining as (if both, please indicate preference)** | **⬜ Conference Convenor**  **⬜ Co-Convenor** |

|  |  |
| --- | --- |
| **Please provide a brief description (max 1 paragraph) of your motivation for the role of Convenor/Co-Convenor.** |  |
| **Please provide a brief description of your relevant skills and experience. Please include a copy of your CV with your EOI.** |  |

**EXPRESSION OF INTEREST- Conference Sub-Committee**

|  |  |
| --- | --- |
| **I am interested in joining the (if both, please indicate preference)** | **⬜ Conference Sub-Committee** |

|  |  |
| --- | --- |
| **Please provide a brief description (max 1 paragraph) of your motivation for wanting to join the Sub-Committee** |  |
| **Please provide a brief description of your strengths/experience relevant for the nominated Sub-Committee** |  |