

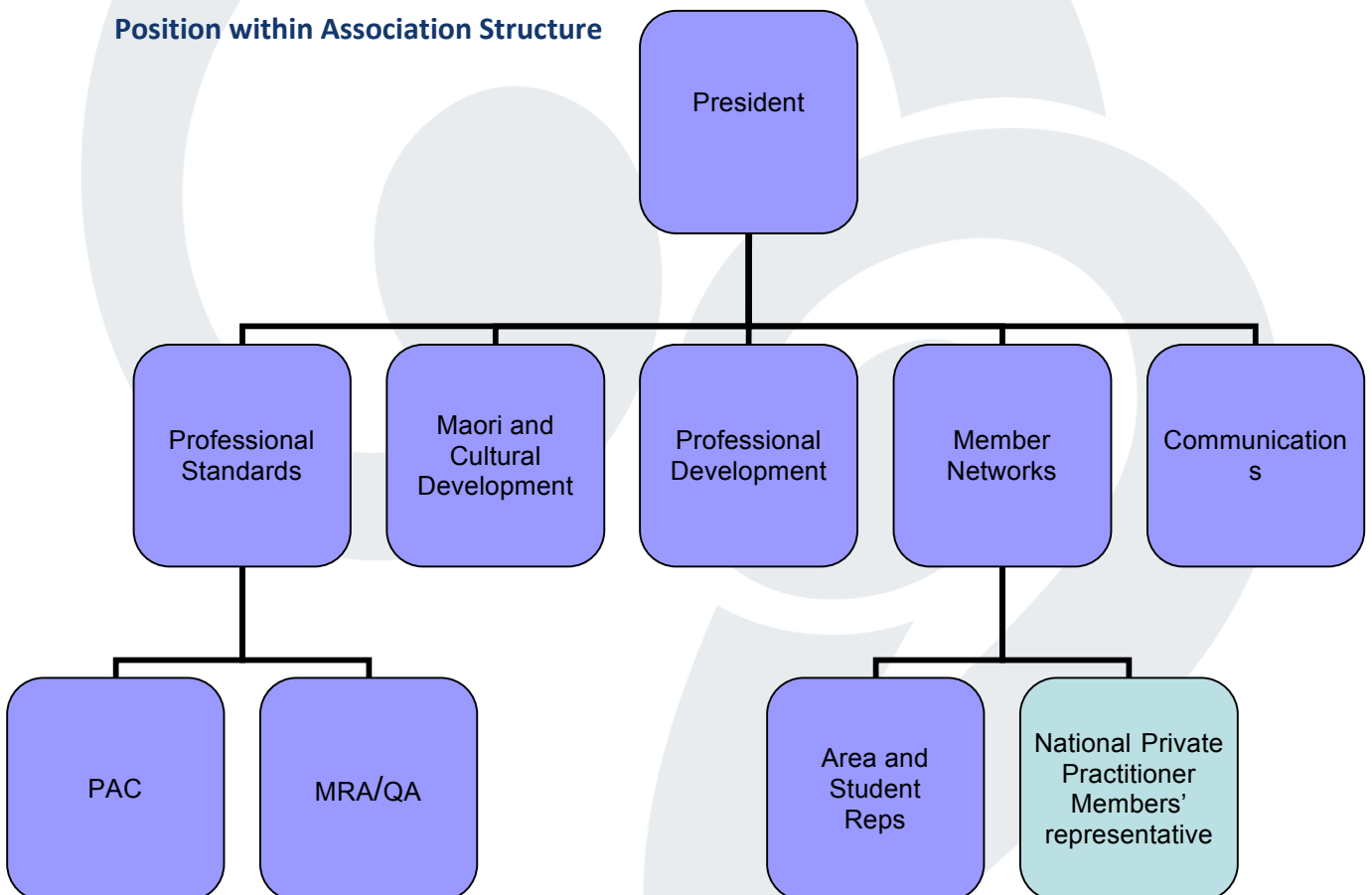
POSITION DESCRIPTION

ROLE/POSITION TITLE: **National Private Practitioner Members' Representative (NPPMR)**

OVERALL OBJECTIVE: To assist the Association to be the peak professional body for Speech-language Therapists, in particular those working in private practice.

REPORTS TO: President via Member Networks Executive Council Member

Position within Association Structure



Nature and Scope:

This is a voluntary position.

The position is a three-year term. The person may be re-elected after three years, but may complete no more than two consecutive terms.

They will work closely with Area Representatives, Executive Council members and National Office Administrators.

In recognition of time, the Association will cover travel costs to attend the AGM

Broad Functions

- Assist Association in providing specific support for PP members
- Assist the Association in responding to the needs of the private practitioners
- Assist Association to grow its PP membership

Specific duties

- Make contact with new Private Practitioner members via e-mail or telephone.
- Act as an advisory service in response to requests from members of the Association and provide advice to administrator staff on specific queries.
- Assist EC in developing further benefits for PP members
- Establish and oversee a PP reference group/working party (ies) – including determine (along with Member Networks and the EC) e how this group/party would work and the objectives of the group (e.g. discuss issues or concerns for PPs, forum for NZSTA to provide feedback to group; complete projects; develop resources etc)
- Set up a specific page/section on the website for PP members with support from National Office Administrator. (This page will have links to information for various services or benefits for PPs. e.g. advertising of their business in the PP listings, indemnity insurance discount; requirement for ACC contract work (i.e. to be a member); requirement for some health insurance policies (e.g. Southern Cross), Resource Room, PP
- Assist administrators in reviewing docs for website and ensuring up-to-date
- Liaise with PP SIG leader

KEY INTERNAL RELATIONSHIPS

Executive Council

Administrators

Area Representatives

Members of NZSTA

KEY EXTERNAL RELATIONSHIPS

Private Practitioner non-members

SELECTION CRITERIA

Essential

Full or Provisional Member (insufficient dysphagia competence) of the NZSTA

Current private practitioner with at least 3 years experience in private practice

Broad clinical and professional experience including knowledge of SLT public provision (Health and Education)

Strong organizational and project management skills

Excellent verbal and written communication skills

Desirable

Wide professional networks within SLT

Links with other Private Practitioners (members and non-members)

A vision for private practitioner membership of the NZSTA

Election Process

1. Members interested in this position need to be nominated by two Full Members of the NZSTA.
2. A short-list will be formed by the Executive Council following review of essential and desirable criteria.
3. Private Practitioner Members of the NZSTA will then vote from candidates on the short-list. In the event of a tie, the voting will be opened to all voting members of the NZSTA.
4. The candidate with the most votes will be elected.