



Johns Hopkins PDA

Recruitment Information

July 28, 2009

What is the current structure of JHPDA?



Executive Committee officers:

President

Vice-president

Treasurer

Secretary

Subcommittee heads

Other JHPDA officers:

Co-VPs for subcommittees

Campus Representative

What are the different subcommittees?

- Scientific Seminar
- Professional Development
- Programs (formerly called Socials)
- International Affairs
- Communications

What are the duties of the Executive Committee officers?



- **President**

Representative of JHPDA, organizes executive committee meetings liaison between the JHPDA and the faculty/administration, monitor treatment and morale of the postdocs.

- **Vice President**

Deputize in the president's absence; possibly serve as President for the next year.

- **Secretary**

Record executive meeting minutes, order food for the executive committee events.

- **Treasurer**

Record income and disbursement of all funds, handle all financial transactions, submit yearly budget.

- **Subcommittee heads**

Organize subcommittee meetings and monitor the functioning of their subcommittees.

What are the duties of other JHPDA officers?



- **Co-VPs for subcommittees**

These are the individual subcommittee members. A minimum of 5 and maximum of 10 members form a subcommittee. The duty of the Co-VPs is to help out in the events conducted by the subcommittees.

- **Campus Representative**

- Learn about campus policy

- Represent JHPDA at JHMI clinical, research, & education meetings

What are the functions of the different subcommittees?



Next few slides will give you an overview of each committee

Scientific Seminar Committee



This committee organizes:

- Scientific Seminar Series

- Started in 2006
- Promoted as a competition in 2007
- Presented during lunch-time seminars.



- Scientific Poster Sessions

- To promote the high level research conducted by the Post-doctoral Fellows
- The First JHPDA Scientific Poster Session will take place in 2009
- This event is also promoted as a competition with top posters receiving awards.

Professional Development Committee

- Help postdocs achieve career goals
 - Information on diverse scientific fields including academia, industry, government, patent law, scientific writing etc.
 - Skills sets for job-hunting
 - Increase contacts with networking events
- Work with the professional development office (PDO)
 - Postdoc Career Development Conference on Jan 21, 2009.
 - Expanding Your Career Options June 9, 2009
- Future collaborations with Hopkins Biotech Network to develop a series of workshops



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Programs Committee



- Organizes social events for postdoctoral fellows and their families to facilitate networking among fellows for present and future purposes
- Programs covered include
 - Ski trip
 - Spring sailing trip
 - Summer BBQ
 - Happy hour
 - Sports events

International & Visa Issues Committee

- Organizes events or seminars to help international community at Hopkins adjust
- Programs covered include:
 - Ambassador Program
 - Visa seminar
 - International Coffee break events for postdocs



Communications Committee

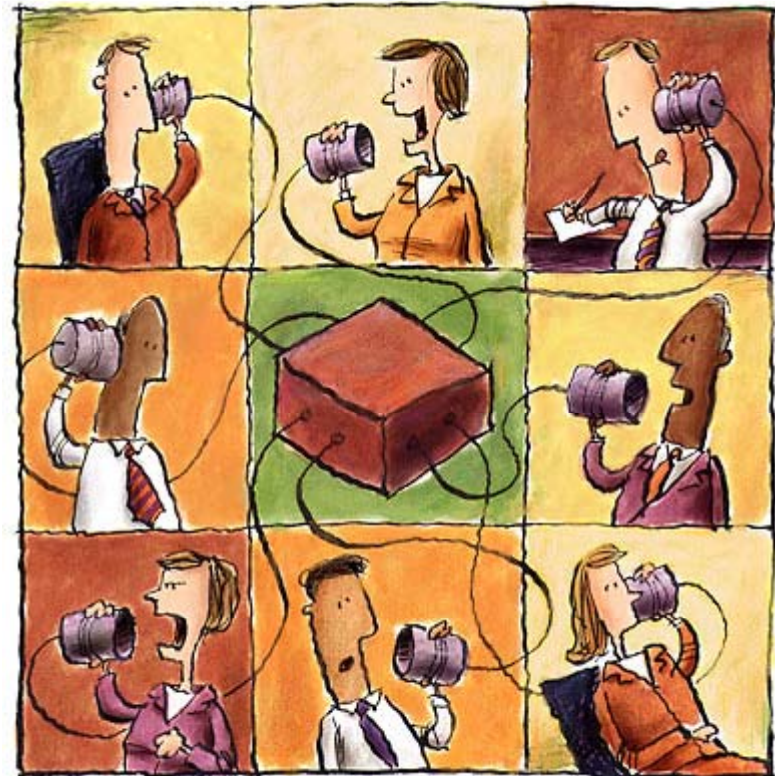


- Responsible for getting the word out about upcoming professional and social events which the JHPDA organizes and plans.

- Website
- JHPDA newsletter “The Catalyst”
- Posters and signs
- Hopkins Science Calendar
- JHU News Gazette newspaper

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Thankyou!



Please email us if you are interested in any of the JHPDA officer positions!