

Positioner vid Medicinska Doktorandrådet (MDR) / Positions at the Medical Doctoral Council

Chair of MDR

As a Chair of MDR your main function will be the coordination of the group and attending/participating in Faculty Board / Områdesnämnd (ON) meetings. The ON/Faculty Board meetings are held once per month and they last 3 hours.

MDR also has a standing collaboration with FDR (the Pharmaceutical Doctoral Council), so the Chairs of both these groups should continue collaborating and helping each other.

Sometimes PhD students will write to the chair of MDR with their problems or questions and it is the Chair's responsibility to best direct them towards the best solution or towards the best people to help them.

The person holding the position of MDR Chair gets 30 days prolongation on their PhD for their total work and for attending the meetings. Swedish knowledge is necessary for this position, since the Faculty Board meetings are held in Swedish. More info for the Områdesnämnd (ON) / Faculty board meetings:

<https://www.medfarm.uu.se/vetenskapsomradet/namnder-och-kommitteer/omradesnamnden/>

Vice-chair of MDR

The Vice-chair of MDR need to work in close collaboration with the Chair. The responsibilities of the Vice-chair should be discussed and defined in the beginning of the term, between the members of MDR. The Vice-chair needs to attend MDR meetings and act as Chair in situations where the Chair cannot attend. Swedish knowledge is not necessary. MDR Vice-chair gets 10 days prolongation on their PhD for their total work.

Secretary of MDR

The main task is to record minutes of the meetings. However, you are very welcome to work in the different projects that the MDR board works with during the terms. MDR secretary gets 10 days prolongation on their PhD for their total work.

Treasurer of MDR:

The treasurer is in charge of MDR money, and applications for funding. As a treasurer you are involved in all the activities of the MDR, and planning events

relevant to PhD students of the Faculty of Medicine. Through this experience you get to have a look behind the work of a student board, and develop your team working and time-management skills. MDR treasurer gets 5 days prolongation on their PhD for their total work.

Information officer / Web-master of MDR

During the past year MDR has been updating its web- and Facebook page, but more is needed to be done. The information officer / web master is responsible for updating the website/social media page and for spreading information regarding MDR (the meetings and events) through them in best possible ways. For this position 5 days prolongation are given.

Representatives from each Department in the Faculty of Medicine

For better communication and flow of the information among the PhD students within the Faculty of Medicine, MDR should have at least 1 representative from each department, who should attend MDR meetings and share their experience/discuss about what is going on in their departments. This way we can be more connected and help each other!!

Swedish knowledge is **only** needed for the Chair position. All other MDR members do not need Swedish knowledge.

Other positions:

Swedish knowledge is **needed** for most of these positions. If you are interested in becoming a representative in one of them and do not have Swedish knowledge let us know anyway.

Representatives in DN (Doktorandnämnden) / Doctoral Board of Uppsala University

The Doctoral Board works to ensure security and legal certainty from admission until disputation, and serves as a collaborative body for the PhD students. It deals with problems or issues related to PhD studies. DN needs 2 representatives from MDR / Medical Doctoral Board who must attend DN meetings bringing information from MDR meetings and report back to MDR regarding the issues discussed in DN meetings. The meetings are held in **English**, once per month and they last 2 hours.

More info: <https://dn.uppsalastudentkar.se/>

Representative in Kommittén för utbildning på forskarnivå (KUF) / Doctoral Education Committee

KUF is the committee in charge of checking the applications of PhD students, checking if the licentiate application or thesis defense applications are in order. They also have a saying in changes regarding the PhD education at the Medical Faculty. Lately they have started implementing the Research Tracks system. The meetings are held once per month and they last 4 hours. Swedish knowledge is needed.

More info: <https://www.medfarm.uu.se/vetenskapsomradet/namnder-och-kommitteer/kommitt-n-for-utbildning-pa-forskarniva/>

Representative in Kommittén för lika villkor / Equal Opportunities Committee

Committee on Equal Opportunities is an advisory and preparatory body on equal terms to the Faculty Board committee. The committee will also work for increased gender equality and prepare proposals for an equal conditions plan in the science area. The meetings are held once per month and usually last 1.5 hours.

More info: <https://www.medfarm.uu.se/vetenskapsomradet/namnder-och-kommitteer/kommitten-for-lika-villkor/>

Representative in Rekryteringsgruppen för medicinsk fakultet / Recruitment group for Faculty of Medicine

The recruitment group handles matters concerning employment/promotion as a professor, and teacher appointment for which the doctoral degree is a requirement according to the University's Employment Order. The meetings are held twice per month and last 3.5 hours. Swedish knowledge is necessary.

More info: <https://www.medfarm.uu.se/vetenskapsomradet/namnder-och-kommitteer/rekryteringsgrupp-medicinska-fakulteten/>

Representative in Medicinska kommittén / Medical Committee

The Medical Committee is an advisory and preparatory body to the faculty board on issues concerning the plan for the recruitment of professors, as well as adjuncts, budget and business planning.

More info: <https://www.medfarm.uu.se/vetenskapsomradet/namnder-och-kommitteer/medicinska-kommitten/>

Representative for Docenturkommittén / Committee for appointment of associated professors

The Committee for appointment of associated professors is an advisory and preparatory body to the faculty board on issues related to docents/associated professors. The meetings are held once per 6 weeks and last 2 hours.

More info: <https://www.medfarm.uu.se/vetenskapsomradet/namnder-och-kommitteer/docenturkommitten/>

Representative in MedSek /Medical Section Union

MedSek acts as a cooperation body for the student councils and associations that belongs to the disciplinary domain of medicine. The section works, together with the student councils, to enhance the quality of the course and to improve the work environment. A MDR representative has the right to voice MDRs opinions on matters that are discussed, but does not have a vote in MedSek meetings.

A week before the meeting the "dagordning" and all the documents are sent out, and if the representative has any questions beforehand they will gladly give more information on the subject in English, however the meetings are held in Swedish.

More info: <http://www.uppsalastudentkar.se/international-students/student-union/our-organisation/sections/medical-section>

Representative in USN (Universitetssjukvårdsnämnden) / University Hospital Board for ALF-styrelsen och ALF-nämnden / ALF Board and ALF Committee

USN deals with the ALF-medel - money that comes from the government to the university hospitals, to be used for clinical research. Therefore, USN is composed of representatives both from the hospital and the university. There are usually 3 meetings per semester that last 1.5 hours.

More info about ALF: <https://www.medfarm.uu.se/vetenskapsomradet/namnder-och-kommitteer/alf/>

Info about USN: <https://www.medfarm.uu.se/vetenskapsomradet/namnder-och-kommitteer/universitetssjukvardsnamnden/>

Representative for Biblioteksråd MedFarm / Library Council MedPharm

The Medicine and Pharmacy Library Council discusses and prepares questions for the Library Board which then makes decisions regarding the Library budget, activity plan etc. The Library Council meets twice each semester, around one week before the Library Board meetings and each meeting last 1.5 hours.

Representative for SVEK (Kommittén för Samverkan) / Collaborations Committee

The Cooperation Committee is an advisory and preparatory body to the faculty board on issues related to collaboration. Every other year, the position is shared with the Medical Section / MedSek of the Uppsala Students Union

More info: <https://www.medfarm.uu.se/vetenskapsomradet/namnder-och-kommitteer/kommitt-n-f-r-samverkan/>

Representative in Infrastrukturkommittén (vartannat år, delat med Farmaceutiska doktorandrådet)/ Infrastructure Committee

Every other year this position is shared with the Pharmacy PhD student council/FDR. Swedish is needed.

Info: <https://www.medfarm.uu.se/vetenskapsomradet/namnder-och-kommitteer/kommitt-n-f-r-forskningsinfrastruktur/>