

**BY LAWS FOR THE ELECTION  
OF THE NURSING REPRESENTATIVE  
SOCIETY FOR CARDIOTHORACIC SURGERY  
GREAT BRITAIN AND IRELAND**

1. Request for expressions of interest for the post to be announced at the AGM, in the Bulletin and via the e-mail database to members of the forum.
2. Deadline for applications three months prior to required start date, shortlist two months prior to start date and interview one month prior to start date.
3. Anyone is eligible to apply who is professionally involved in Cardiothoracic Surgery and would lead/represent nurses, practitioners, assistants etc.
4. Individuals can be nominated or put themselves forward.
5. Applications should take the form of a statement of interest that covers the following topics:-
  - a. Why the individual wants the role
  - b. What they feel they have to offer
  - c. How they see the role moving forward
  - d. Evidence of good inter-personal communication
  - e. Involvement with education and management
  - f. Evidence of leadership qualities within their position and also some experience with conference organisation.
6. Term of office to be three years subject to annual review
7. Interview to be performed by President, Secretary, Meeting secretary and Nursing representative. Expenses for interview to be covered (second class travel).
8. One month hand-over period between the two Nursing Representatives including one Executive meeting where they both attend.