

UEGF Educational Online Portal - Call for Medical Editor for E-Media

Vienna, March 2010



The United European Gastroenterology Federation (UEGF) seeks applicants for longer-term compensated positions of medical editor/s for the UEGF Educational Online Portal.

UEGF is developing an online learning platform comprising a content -, web casting - and e-learning management system which includes:

- A single, searchable database solution ("e-library") consisting of abstracts and posters and other electronic publications from the annual congress and additional meetings throughout the year, web casts and faculty presentations.
- An educational learning portal presenting content captured via web casting as well as online courses and especially developed e-learning modules and programs.

With this educational online portal, UEGF aims for building a knowledge database and offering an online learning platform on a European level. It targets all medical professionals involved in gastrointestinal patients care across Europe. The UEGF Educational online portal will also include all disciplines involved in GI care through a possible involvement of UEGF member societies and be an additional medium to present web casts of their postgraduate courses and scientific meetings online.

Job Description

A UEGF medical editor of the UEGF Educational online portal is responsible for the quality of all the content published on the platform.

He/She assumes responsibility for coordination and quality control of the UEGF Educational online portal by reviewing the content to ensure that the predefined UEGF quality standards are fulfilled. All scientific material, documents, presentations, web casts, manuscripts, modules, programs and alike have to pass this quality check to be integrated.

Qualifications

- Medical degree (training in GI is of advantage)
- Experience in medical training and education
- Editorial experience is an advantage
- Experience in the formulation and structuring of multimedia e-learning programs
- Work well with a variety of people and have excellent communication skills
- Have excellent knowledge of English spelling and grammar

Tasks and Responsibilities

- Supervising the content, quality and timeliness of the online portal
- Establishing together with the responsible UEGF Task force editorial guidelines and detailed process for the acceptance and rejection of submissions to the UEGF Educational online portal
- Defining the strategic direction of the UEGF Educational online portal in cooperation with the responsible UEGF Task force
- Assisting authors in designing e-learning programmes
- Editing of manuscripts and e-learning modules

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Responsibilities include:

- Time commitment of approx. 4-8 hours/week; conditions to be negotiated
- Work collaboratively with the UEGF Task force, the UEGF Secretariat, authors and instructional designer
- Participation in planning/workshop meetings if necessary

Term of Service

Immediate start

Applications shall include

- A complete curriculum vita, including publications and editorial experience
- A brief mission statement on challenges and opportunities in e-learning

The preferred form for submission is electronically using .doc, .docx or .pdf formats. Please direct all questions and submit your complete application to the UEGF Secretariat office@uegf.org. Hard copies will not be accepted.

Deadline for application: May 10, 2010

Selection Process

Applications will be reviewed by the UEGF Task force members after the submission deadline has expired. Most promising applicants will be invited for an interview on Thursday, May 27, 2010 in Munich. Travel expenses will be covered.

UEGF is looking forward to receiving your application!

Yours sincerely,



Niek de Wit
On behalf of the UEGF Task force



Lars Lundell
Chair Education Programme Committee



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