Australasian College for Emergency Medicine Staff Organisation Chart

Jenny Freeman
Chief Executive Officer

Alana Killen
Director of Education

ADMINISTRATION

Helen Cooper
Executive Assistant to CEO and DoE
Council matters, Fellows liaison, Publications, Journal, EMRF, Catering

Amanda Strates
Book-keeping and Payroll

Val Josifovska
Receptionist
Reception
Mail and mailouts, Teleconference bookings, Committee meeting support, Taxi voucher administration, Statements of Good Standing, Purchasing

Corinne Millane
Administrative Officer
Faculties
Special Interest Groups
Committee administration: Overseas Credentials, Public Health, Disaster, Private Practice, Rural & Regional, Scientific & EMCTG.

Jacqueline King
Project Coordinator
Internal projects coordination
Website and intranet development and administration
IFEM Secretariat
Committee administration: Standards, Quality Management, ED Ultrasound, Pre-Hospital Care, Trauma and Workforce

CREDENTIALS, ACCREDITATION & TRAINEES

Liv Cameron
Manager, Credentials & Training
Committee administration: Credentials, Constitution and Regulations

Kirsty MacDowell
Administrative Officer
Accreditation
Regulation 4.10
Committee administration: Accreditation, Trainee Research

Helen Kaminski
Administrative Officer
Provisional training, Registrations
Committee administration: Trainee Selection

Suzi Taleska
Administrative Officer
Advanced training, Applications for Fellowship

Sarah Smith
Administrative Assistant
Trainee registration and credentialling support

EXAMINATIONS, EDUCATION & CONTINUING EDUCATION

Virginia Cunsolo
Education Officer
BOE and Fellowship exam
DEMT course
DoE support
Committee administration: Board of Education, Examiners and Fellowship exam, Trainee JFICM, JTCPEM

Dee Reynolds
Education Officer
Primary exam
Maintenance of Professional Standards
DoE support
Publications (Education and Training)
Committee administration: MOPS, Skills Maintenance, ACME, Monitoring, Primary Exam, PE Subjects

Leonie Tatt
Administrative Assistant
Training and Examinations support
Reception and general office duties