

Role Description for Research & Grants Committee Member

For simplicity, the Research & Grants Committee will be referred to as the Committee.

Role

As an R&G Committee member, you will assist the committee in developing and achieving its strategic goals. In addition to attending committee meetings, committee members also contribute new ideas and skills to help develop and achieve the committee's goals.

The core work of the Research and Grants Committee is overseeing appropriate governance and procedures for managing the grants and awards programme, including grant calls and the review, awarding, and tracking of grant applications.

The strategic aims of the Committee are as follows:

1. To enable translational research development in all areas of haematology.
2. To work with relevant partners to influence and highlight the science of haematology.
3. To enhance showcasing of the best science at BSH-related meetings and publications.
4. To promote and advance scientific interest in haematology.

Responsibilities

- Aim to attend all meetings or send an apology to the chair and the assigned BSH support officer if you are unable to do so.
- Provide comments on papers where you are unable to attend.
- Prepare for the meeting by reviewing the agenda, papers, and email communications before it takes place. Consider the points you want to raise.
- Actively participate in the meeting by listening to others, contributing positively to the discussion, and providing concise feedback.
- Draw attention to potential conflicts of interest that may arise during the meeting.
- Fulfil any responsibilities assigned to you at the meeting and be prepared to report back on your progress.
- Maintain confidentiality whenever necessary.

Continued

- Individual contributions to the committee should be respected and always valued.

Desirable attributes

- Strong background or interest within the field of haematology.
- Familiarity with the awards available for the research and study of haematology.
- Ability to commit time to conduct the role well.
- Good communication skills.
- Good organisational skills.

Time Commitment

The appointment is for three years (renewable once).

- 3-4 meetings a year which can be held remotely or face-to-face.
- Time variable depending on your involvement.