



Job Description: Chair of Research Group

Job title:	Chair of Research Group
Appointment:	Nomination via membership of the BSPED and ballot by Executive Committee
Eligibility:	The Chair is a member of the BSPED
Accountable to:	BSPED Executive
Term of office:	Three consecutive years. The Chair should not serve a second consecutive term of office, unless there are exceptional circumstances identified by the Executive Committee.

Reporting

1. To co-ordinate and delegate the roles and responsibilities of the BSPED Research Group identified in the committee remit.
2. To work with the BSPED Office to convene and report on meetings, 3 times a year.
3. To attend and chair the Meetings, 3 times a year.
4. To co-opt additional members of the BSPED (or in exceptional circumstances from other professional organisations) for a limited period and for specific projects only, subject to Executive approval. Input may also be sought from patient support groups.
5. To report to the BSPED Executive Committee, via minutes of the meetings and a yearly short meeting to present the work of the group.

ESSENTIAL CRITERIA:

- Must possess strong leadership qualities and experience
- Must possess a broad knowledge of endocrinology and diabetes and research
- Must have previous experience of chairing a committee
- Must be able to be available for society business and queries on a timely and ad-hoc basis
- Must be currently employed as a substantive consultant in paediatric endocrinology and diabetes