

Role Description for Global Haematology (GH) Special Interest Group Committee Member

For simplicity, the Specialist Interest Group will be referred to as the SIG Committee and or Committee.

Role

As a Global Haematology SIG 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 goal.

The Board has established the SIG to bring together specialists with experience and interest in haematology issues in low- and middle-income countries. The SIG aims to create a community with expertise and commitment to making a valuable contribution to BSH's global activities, ultimately benefiting haematology practice within the UK and worldwide.

The Global SIG carries out its activities with the help of task forces, each focused on a different activity. There are currently four task forces to support the Health Volunteers' Scheme, Global Speakers Scheme, Lower Middle-Income Countries Continued Professional Development Seminar Series, and the Zambia SCD project. The Global SIG may also set up new task forces as needed according to BSH's equitable and transparent processes.

The strategic aims of the SIG Committee are as follows:

1. To provide a contact, coordinating and advocacy group for Global Haematology professionals nationally and internationally, in conjunction with the BSH External Affairs Committee and Trustees.
2. To enhance multidisciplinary collaboration and increase multi-professional membership of the BSH.
3. To contribute to the improvement of education and training in haematology with a global perspective for clinical staff (including non-specialists) as well as trainees, and clinical and biomedical scientists.
4. To promote opportunities for members to learn about and contribute to global haematology issues and perspectives.

5. To work with (in conjunction with the office) professional societies and other groups to disseminate messages and embed good practice.

Responsibilities

- Aim to attend all meetings or send an apology (and if needed, a written update) 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. Provide feedback prior to finalisation of committee minutes.
- 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 and/or that of your task force members.
- Maintain confidentiality whenever necessary.
- Individual contributions to the committee should be respected and always valued.
- Potentially join or lead a Global Haem. SIG task force.

Desirable attributes

- Strong background or interest within the field of global 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.
- 2-4 hours a month on committee and task force activities