

Early Career Researcher Network Steering Group

Terms of Reference

1. Background and purpose of the Steering Group

- 1.1. The purpose of the Early Career Researcher (ECR) Network is to maximise the support that the MS Society provides to ECRs through training, mentorship and collaboration to support their careers in MS research. The aims, objectives and activities of the Network are co-produced with ECRs through the Network Steering Group.
- 1.2. The ECR Network Steering Group was set up to drive the development and optimisation of the Network. The Steering Group will act in advisory role in the first instance, providing guidance and feedback to the MS Society on the creation and ongoing management of the ECR Network.

2. Terms of Reference

The Steering Group will:

- 2.1. Meet at minimum quarterly to review and plan Network activity. Meetings will be held virtually. The MS Society will keep a record of all meeting discussions and circulate within one month of the meeting.
- 2.2. Engage in active discussion with the MS Society to build a forward agenda for Network activity through developing and shaping ideas.
- 2.3. Advise the MS Society on the implementation and evaluation of activities introduced to the Network.
- 2.4. Work with the MS Society to evaluate Network activity and advise where improvements can be made.

3. Membership

- 3.1. Membership of the Steering Group will be for a period of two years. This can be extended further for up to two years to ensure a rolling turnover in membership. Members are able to resign at any point during their term.
- 3.2. Membership of the Steering Group is open to ECRs working across the full spectrum of MS research in the UK. For the purpose of the Steering Group, we use ECR to include PhD students, Early Career Fellows and postdoctoral Fellows, and principal

investigators (PIs) that have recently set up their own lab. This is inclusive of the clinical equivalents.

- 3.3. Members must agree to contribute towards the aims and objectives of the ECR Network. Members are recruited via open calls advertised on the MS Society website, via social media and via email newsletters. Members may also be directly identified and recruited by the MS Society.
- 3.4. If a member has missed two consecutive meetings without sending prior apologies, the MS Society reserves the right to review their membership position.
- 3.5. The Steering Group will be Chaired by a representative of the MS Society.

4. Secretariat

- 4.1. Secretariat to the group will be provided by a representative from the MS Society.
- 4.2. For enquiries, the first point of contact will be:

Research Team
Multiple Sclerosis Society
Carriage House
8 City North Place
London
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Email: research@mssociety.org.uk