

Scientific Board Member

Policy 1.4.1.11
Revised: 05/2026

EC Reviewed and Approved: 05/2026

Title of the position: Scientific Board (SB) Member

Summary: The aim of the EDTNA/ERCA Scientific Board is to enhance the scientific level of EDTNA/ERCA, promote the clinical research projects, make the multidisciplinary research more visible as well as implement the scientific level of the Annual Conference.

Responsible to: The SB member is responsible to the SB Chair, the EC and the President.

Appointed by: The SB member is appointed by the President of EDTNA/ERCA.

Term: The SB member will be appointed on a one-year probation time and after this period if mutually satisfied, it will be appointed for a period of three (3) years from 1 September until 31 August with a maximum three (3) more years term.

Minimum Criteria: The SB Member must:

- Be a current Member or Lifetime Member at the time of her/his nomination, election and always during her/his term of office.
- Be able to communicate effectively in writing and orally in the English language.
- Be a healthcare professional involved in kidney care.
- Have good worldwide networking connections across all nephrology care disciplines.
- Have the ability to devote discretionary time to fulfil the Scientific Board obligations.
- Have the ability to use modern office software and electronic mail including word processing, spreadsheet and graphic presentation applications (specifically Microsoft Word, Excel, PowerPoint, Canva...)

Recommended

Qualifications: Ideal candidate qualifications include:

- Excellent understanding of kidney care issues on an international basis.
- Solid understanding of the Association's Policy & Procedures.
- A robust scientific background/ preferred academic background/or affiliated to academic institutions.

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- Experience in conducting clinical studies, in literature review and in writing papers.
- Knowledge and experience of the EDTNA/ERCA Conference.
- MSc degree at minimum, but PhD preferred.
- Should ideally have had a contributing role in past conferences e.g. Chairperson, Guest Speaker, Abstract presenter.
- Very good communication skills and experience in working in multi-cultural and multi-disciplinary groups

Responsibilities**Duties:**

Duties are shared between the Scientific Board (SB) Members depending on the work in progress and co-ordinated by the Scientific Board Chair (SBC). The member has to inform the Chair and the other members of the SB about the progress of the work on a regular basis. The member must meet deadlines or inform the SB of any difficulties in achieving these. The SB meets annually at the Conference where the SB meeting will take place to review set aims and objectives of the team, ideas for future conferences and strategies to implement the clinical research activities. Duties will be allocated by the SB chair depending on individual member skills and interests. Work is usually completed using E-mail in English and via video calling if needed.

The SB member position must be kept separate from any professional role held within the organization, to avoid conflicts of interest.

The role will include the following responsibilities:

- Suggesting keynote speakers for the Conference.
- Contributing to abstract assessment for the Conference.
- Chairing sessions at conference.
- Supporting the SB Chair and other SB members in their role.
- Collaborate in conducting clinical research project, analysing data, reviewing the scientific literature, writing articles and disseminating the results.
- Collaborate in EDTNA/ERCA chapters publications revisions each year.

Communication: The SB Member will:

- Communicate with the SB Chair regularly or upon request.
- Communicate regularly with the members of the project group as needed.

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- Respond to e-mails within 3 days.

Reporting:

The SB Member will:

- Prepare an annual report on their activity. The report should be sent to the SB Chair.
- Submit Annual Activity Review (doc.3.4.2.) for SB Members to the SB Chair.

Meetings:

- The SB meets annually at the Conference.
- On-line meetings during the year could be arranged as needed.

Data

Regulation:

The SB Member must adhere to the rules of EDTNA/ERCA Data Protection and Handling Standards (policy 1.3.2.1) and bear in mind that:

- It is not allowed to create and store complete personal data sets of EDTNA/ERCA members, partners or clients on own computer, laptop and mobile or on devices at work.
- It is mandatory to delete data after use and to get updated data set from the Secretariat for new use.
- It is compulsory to report deletion of data after resignation.