

Early Career Researcher Advisory Board

Terms of Reference

These Terms of Reference (ToR) are to describe the purpose, scope and authority of the advisory board.

Name: Early Career Researcher (ECR) Advisory Board

Background: The ECR Advisory Board aims to represent the interests and views of students and individuals in the early years of their career in neuroscience.

Definition of Early Career Researcher (ECR): For the purpose of this board, an ECR is defined as:

- Students currently studying a bioscience degree (BNA member category: Undergraduate)
- Postgraduate students undertaking a Masters programme or PhD comprising neuroscience-related content, F1 and F2 junior doctors, and Assistant/Trainee Clinical Psychologists (BNA member category: Postgraduate)
- Individuals who have graduated from an undergraduate degree within the last year and have **not** yet progressed into postgraduate study (BNA member category: Career Starter)
- Individuals in the first five years following completion of their highest degree (e.g. BSc, MSc or PhD) or, for clinicians, the first five years following completion of F2, or for clinical psychologists, the first five years after starting a Professional Doctorate or work as a Clinical Psychologist (BNA member category: ECR)

Purpose: The ECR Advisory Board aims to advocate for and support the needs of students and ECRs, as well as shaping the direction of the BNA to better serve this important demographic.

Advisory board members will be expected to:

- Represent the student and early career voice, providing insight into ECR-specific challenges
- Explore opportunities to support this significant proportion of our membership
- Advise on events and resources that support the development of ECRs
- Contribute to strategic planning and long term goals of the BNA, to ensure they align with the needs of ECRs

Authority: ECR Advisory Board members will advise the BNA Council, Engagement Committee and Executive team on actions, activities and views that will help the Association deliver value for it's ECR membership.

The ECR Advisory Board does not have decision-making powers on behalf of the BNA.

Membership: The board will be chaired by the ECR Trustee. The board will be composed of 8-12 members. Board membership should reflect a balance of geographical and subject distribution; gender, ethnic origin and age; academic, industrial and other relevant experience.

Staff lead: Membership and Communities Manager

Appointments are decided and total size is regulated by the group, with members expected to serve a term of four years.

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Accountability: All Advisory Board members must be familiar with the BNA's Association policies, in particular the Equity, Diversity and Inclusion policy. All group members must agree to follow the BNA's 'Guidelines for individuals representing or acting on behalf of the BNA' and complete a Conflict of Interests form.

Meeting arrangements: Meetings will be held three times per year. The group needs to have 25% of members present to be quorate.

Reporting: The advisory board represents the interests and views of early career members to provide two-way communication between these members and Council and Committees. In doing so, the group:

- updates the Engagement Committee by sending meeting minutes to the Chair of the Engagement Committee
- updates Council, when appropriate, through the Early Career Trustee

Review: The ToR can be reviewed at any time, but at least every four years.