

# **The Society for Research in Rehabilitation**

## **Education Subcommittee Mission Statement and Terms of Reference**

The Council of SRR has formed two subcommittees (Policy and Education). This document lays out the proposed work of the Education Subcommittee.

### **Membership**

Membership of the Education Subcommittee will include the President Elect (Chair) and three other council members (Past President, Junior Secretary and one other). A fifth person will be invited to meetings as required. This person will be the host of a future meeting and the purpose of their inclusion is to support them in developing a business plan to present to council at least 12 months before the meeting.

A review of the committee structure will be a standing agenda item on all SRR council business. This will guarantee that new members of Council are aware of their role and duties.

The Chair of the Education Subcommittee will report back to all members of the Council at each Council meeting. A bi-annual report will also be submitted to the secretariat, two weeks prior to the forthcoming Council Meeting.

The current and planned work of the Educational Subcommittee will be a standing agenda item on all SRR council business.

The Education Subcommittee will meet a minimum of twice per year but with more frequent meetings as necessary for conference organisation.

### **Main aim of the Education Subcommittee**

i. To ensure that the usual high standards of the annual meetings of the Society are maintained. The committee will liaise with the meeting organisers to provide support and confirm that a suitable programme has been planned. If the meeting organiser is not a member of council, then an Education Subcommittee member will be appointed to partner the local organiser. The programme should be in draft format,

and sent to the President, at least twelve months before the forthcoming meeting and to the council at least 2 weeks prior to the council meeting.

ii. To ensure that there is a wide spread of rehabilitation topics covered, the committee will regularly review a list of symposium topics. This will help identify gaps and provide suggestions for further meetings. The membership will be consulted on a regular basis for their opinions on future symposium topics, and on conference format and content.

iii To expand and develop the society's educational activities e.g. free research schools. Research schools are aimed at development of research engagement and skills. They are an option that meeting hosts can choose to provide, but are not expected at every meeting. The provision of a research school will require a local lead with responsibility for organising the research school and linking with the main meeting host.

iv Where Society meetings are held jointly with other organisations, the Education Subcommittee partners with the conference organisation committee to similarly uphold our usual high standards and to report conference activity to the Council.

v The Education Subcommittee will seek to explore new avenues to promote the Society such as through new educational activities or through Society-organised sessions at other conferences, e.g. UK Stroke Forum, MS Society, etc.

The subcommittee will review these terms of reference annually, modifying them as required.

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