

Terms of Reference:

Co-Chairs of the OMERACT Strategic Advisory Group

PURPOSE: The OMERACT Strategic Advisory Group (SAG) serves as a key advisor to the OMERACT Management Group, providing strategic guidance and implementation advice on matters related to the overall direction and goals of OMERACT. The SAG is composed of 3 co-chairs and group members with expertise and experience in areas relevant to OMERACT.

TERM: 5-year term

MEMBERSHIP: The members at large will consist of relevant OMERACT stakeholders, CHANGE TO APPLICATION WORDING. Members will be selected based on representation and diversity across stakeholder groups, expertise and continents.

MEETINGS: The co-chairs will meet at least once per month, or as needed, to review progress, provide guidance, and make recommendations to the OMERACT Management Group. Additional meetings with the full membership will be quarterly with an in-person option during the ACR & EULAR conferences.

ACCOUNTABILITIES:

1. Work with the OMERACT Management Group to provide strategic guidance and implementation advice on matters related to the overall direction and goals of OMERACT
2. Recommending priorities and drafting a strategic implementation plan for OMERACT
3. Review relevant surveys and evaluations to provide strategic advice so to ensure that OMERACT remains relevant and responsive to the needs of patients, clinicians, and researchers
4. Represent OMERACT at meetings and events as needed, and serve as a spokesperson for OMERACT
5. Maintain open lines of communication with OMERACT members to identify key issues and opportunities, and to develop recommendations for action.
6. Ensure effective communication and collaboration among all SAG members
7. SAG co-chairs will be guided by the Spirit of OMERACT principles.

DELIVERABLES

- Monthly SAG meetings
- Quarterly Zoom meetings of the full membership with in-person option during the ACR & EULAR conferences.
- Annual Report: summarizing the group's activities, achievements and recommendations
- Draft of an OMERACT Strategic Plan
- Ensure annual letters of recognition (contribution to OMERACT as SAG member) are written and sent to SAG members.

PROPOSED EXPECTED ACTIVITIES AND TIMELINES (to be developed)

- 1-hour monthly calls
- Co-chairs will take on leadership in moving responsibilities forward with cooperation from OMERACT Secretariat

Note: These Terms of Reference are a guide and may be reviewed and updated as needed to ensure that the SAG remains effective in fulfilling its responsibilities.