*Enabling better healthcare through genetics and genomics*

**Job Description: Chair/Co-Chair of the BSGM Ethics and Policy Committee**

**BSGM (the British Society for Genetic Medicine) is an independent professional body bringing together people working in genetics and genomics disciplines. BSGM has always taken an active role in considering social, ethical and legal implications of scientific advances.**

**Overall Purpose**

- To address ethical and policy issues relating to genetics and genomics practice to support the BSGM [Chair, Trustees, Executive Committee, and Membership] to enable better healthcare
- To do this in ways compatible with the vision and mission of the BSGM, and with its governance and strategic direction (as described in the Constitution, and with relevant ethical, legal and regulatory guidelines)

**Period of Office**

The period of office will be 3 years, with the option of extending for 1-3 years (subject to agreement of the BSGM Executive).

**Main Responsibilities**

If the position is shared by Co-Chairs, these responsibilities will be divided equitably.

- To lead the ethics and policy function within the BSGM to support its objectives of enabling better health through the use of genetics and genomics

- To develop, support and influence best practice in health, research and policy through:
    - Leading the activities of the ethics and policy committee [a committee of BSGM members and invited experts with interest/expertise in genetic/genomic ethics and policy]
    - Supporting the Chair, Trustees and Executive Committee members to advocate for, and highlight best practice through the BSGM, through their work, representation on external committees and other means
    - Attending monthly meetings of the BSGM Executive Committee to report on activities and generally support the activities of the BSGM
    - Chairing meetings of the BSGM Ethics and Policy Committee
    - Attending meetings (every 3 months) of the BSGM EDI committee
    - Responding to pertinent formal and informal consultations from government, policy bodies and other relevant organisations
    - Liaising with other organisations (such as the European Society of Human Genetics (ESHG) that share similar interests and concerns

- Provide strategic leadership in developing best practice guidance on specific topics, through convening dedicated working groups or other groups with the relevant expertise
- Chairing BSGM policy working groups with a co-chair who has relevant interest and expertise **OR** approaching other individuals who have relevant interest and expertise to act as co-chairs of BSGM policy working groups (at least 1 co-chair of a policy working group must be a BSGM member)
- Co-authoring and presenting policies and guidance as appropriate
- Ensuring regular communication about these activities with the Chair, Trustees, and Executive Committee, and the membership through the appropriate channels
- Representing this work through internal and external meetings including the ESHG and Joint Committee for Genomics in Medicine
- Increasing the visibility of the BSGM's ethical and policy work through conference presentations, blogs, social media and other means.

**Remuneration:**
This is a voluntary (unpaid) role, although expenses for travel may be claimed.

**Time commitment:**
The BSGM Executive committee has monthly virtual meetings. Additional and variable time commitments are required to conduct duties as described above.

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