



## **EORTC Quality of Life Group Executive Committee Chair Role Specification**

### **Scope of duties:**

The Chair of the Quality of Life Group (QLG) Executive Committee provides overall leadership to the Group, ensuring the effective delivery of its aims, activities, and strategic priorities.

The role involves guiding the direction of the QLG, fostering collaboration among members, and strengthening engagement with the wider EORTC network, including Disease-Oriented Groups (DOGs).

Key responsibilities include:

- Providing strategic leadership and oversight of QLG activities
- Chairing and coordinating monthly Executive Committee meetings
- Leading the biannual in-person QLG Business Meetings
- Representing QLG within EORTC and externally
- Promoting collaboration and active engagement across the Group
- Supporting effective communication and coordination among members

The Chair plays a key role in maintaining the visibility, impact, and the continued development of the QLG.

### **Eligibility and Term Structure:**

The Chair must be a senior member of the QLG with at least 10 years involvement in the group. The Chair-elect is to be in place one year ahead of take over date, allowing for a year in the Executive Committee alongside the current Chair to support the transition. Additionally, the past chair will stay in the EC for a year at the end of their 3-year term, making it a 1+3+1 year term in total. The Chair-elect will be reimbursed for all QLG-related travel (on the same basis as the actual Chair).