

Job description – Research Secretary BAPN

The Research Secretary of the BAPN serves a 3 year term, to run concurrent with the term of the Chair of the Paediatric Nephrology Clinical Studies Group (CSG)

The duties will include

Shared responsibilities with other members of the Executive Committee for all aspects of the work of the BAPN in accordance with the Aims of the Association as set out in its constitution

Attendance at the BAPN Executive Committee

Programme Committee member for the Renal Association and BRS annual meetings.

Organisation of the Nephrology session at the annual RCPCH meeting, including abstract review and selection process.

Membership of the Renal Association Research Committee

Eligibility to be Chair of the Paediatric Nephrology CSG (subject to a separate competitive application process)

Responsibility for disbursement of research funds available to the BAPN