

## ISUOG Advisory Group Terms of Reference

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### **ISUOG Advisory Group (AG)**

The Advisory Group consists of ISUOG members who have contributed significantly through their involvement in the advancement of ISUOG's operations.

Characteristics of the group are:

**Vision:** To support the Trustees in their leadership and oversight of ISUOG and to promote ISUOG worldwide.

**Mission:** To assist ISUOG in delivering its mission and objectives worldwide.

### **Consultancy**

- To provide the Trustees and the Secretariat with a source of significant experience and professional intelligence in respect of ultrasound usage and members', non-members' and partners' needs.
- To support, by advice and implementation, Trustees' decision making as and when requested.

### **Support**

- To provide mentoring to ISUOG members.
- Local support to the Secretariat by advising on the promotion of and active involvement in local events.
- To develop relationships with partners.
- Education: to actively support, by teaching and or curriculum development, ISUOG's education activities.

### **Governance**

The Advisory Group is not a committee and therefore, does not need a permanent chair. An ISUOG Trustee is appointed as a spokesperson and together with ISUOG staff liaison facilitates the annual meeting of the Advisory Group during ISUOG's World Congress. This Trustee reports on the content and outcomes of the meeting to the Board of Trustees thereafter.

Any ISUOG member can apply to be a member of the Advisory Group. ISUOG members will be informed about the opportunity to apply by open advertisement on the website and via a newsletter as and when a vacancy becomes available.

Members of the Advisory Group vote on the appointment of new Trustees.

There is no set number of Advisory Members, but the aim should be no more than 150 at any given time, with some vacancies for individuals voted in the Advisory Group by application. There are mechanisms in place to appoint members, to retire members by rotation and to retire inactive members.

When a vacancy becomes available, ISUOG members can apply directly or be proposed by members, including the Trustees. Applications will close eight weeks before the Trustee Strategic Planning Meeting of the Society (SPM). Applications will be collected by the Secretariat to ensure compliance with the eligibility criteria. The Nominations Committee will consider applicants that have met the membership criteria thereafter and will pass the list of recommended applicants on to the Trustees. All eligible candidates will be voted on by Trustees, in secret ballot, at the Trustee Meeting during the SPM.

Advisory Group members who have completed two terms (where applicable) will be entitled to apply for re-appointment after one-year's gap.

## Membership

Membership is by one of five routes (routes 1-4: if the members accept the appointment; routes 2-4: during their service in the respective Committees and Task Forces:

1. Current and past Trustees (=Fellows) are permanent AG members.
2. Current Committee members and current Task Force Chairs are AG members (the Special Interest Groups and the UOG Editorial Board are not committees in this sense).
3. Current Ambassadors are AG members.
4. Current Editors are AG members.
5. Other ISUOG members can apply to become AG members. Each year, there will be a number of places available, decided by the Trustees who will also elect new AG members for a four-year term.

## Member term

1. Current and past Trustees (=Fellows) are permanent AG members.
2. Current Committee members and Task Force Chairs serve on the AG in line with their respective Committee member or Task Force Chair term.
3. Current Ambassadors serve on the AG in line with their ambassadorship.
4. Current Editors serve on the AG in line with their editor's term.
5. Advisory Members appointed to the AG by application will serve for four years.

## Membership by application (route 5)

To be eligible for election, the proposed member must be able to evidence significant involvement with ISUOG and its mission, as well as being in good standing professionally. Active involvement will be evidenced by the applicant having met the Group's active membership criteria.

The criteria are, wherever possible, easily measurable, to enable the Secretariat to undertake an initial review of the applications.

The criteria for applicants are:

- To be of a good professional standing in ultrasound with no outstanding or past adverse disciplinary, regulatory or criminal investigations.
- Membership of ISUOG.
- To demonstrate active involvement in ISUOG's activities by at least one of the following criteria:
  - to be a Chair of an ISUOG-organized course or a course director or Congress Chair for the current or immediate past Congress;
  - recently leading on the production of a guideline (publication within one year from the date of application);
  - recently published as first or corresponding author in UOG (within one year from the date of application);
  - achieved a high level of "ISUOG loyalty points" (once the programme has been launched).