



## **Fellows, Trainees, and Early Career Professionals Committee Terms of Reference**

### **PURPOSE**

The main duty of the Fellows, Trainees, and Early Career Professionals Committee is to contribute to the academic development of fellows/trainees in the field of Urogynecology/Female Pelvic Medicine and Reconstructive Surgery by fostering international scholarship.

### **ROLES AND RESPONSIBILITIES**

One committee member will be assigned to serve on each of the other IUGA committees for the duration of their term on the Fellows, Trainees, and Early Career Professionals Committee to represent the fellow/trainee perspective in the breadth of the work carried out by IUGA committees. In addition, the Fellows, Trainees, and Early Career Professionals Committee is responsible for the following:

- Facilitating mentorship by bringing fellows/trainees and prominent academic attending physicians/consultants together for committee-sponsored education programs and research meetings.
- Furthering the growth of the field by fostering international relationships and stimulating collaboration.
- Stimulating international dialogues on current and future issues in the field.
- Managing and overseeing the IUGA Fellows' Research Network, which aims to promote research training and to expose fellows/trainees to multi-national, multi-center research trials.
- Providing an avenue through which fellows/trainees can generate proposals for IUGA Research Grants and Observership Grants.
- Designing educational programs specifically aimed at fellows/trainees at each Annual Meeting.
- Promoting, supporting, and overseeing membership of fellows in other IUGA committees.
- Encouraging and coordinating fellow/trainee involvement in IUGA publications.

### **MEMBERSHIP**

Membership in the Fellows, Trainees, and Early Career Professionals Committee is open to all interested urogynecology fellow/trainee members. Applications will be accepted from both urogynecology fellows/trainees and fellows/trainees in other specialties and allied health sciences who have an interest in pelvic floor disorders. Membership in the committee will represent the breadth of members of the association. The committee aims to have 10-16

members at any time. Opportunities may arise for ad hoc committee members to participate in special projects and initiatives.

Election of a chairperson will follow established IUGA procedures. IUGA fellow/trainee members may apply to serve on a committee during the Call for Committee Volunteers period which generally occurs each year in October.

Members must be prepared to be active participants in Fellows, Trainees, and Early Career Professionals Committee activities, with membership automatically implying an agreement to:

- Commit to a maximum 2-year term
- Respond to all requests in a timely manner
- Maintain membership in IUGA during the term on the committee
- Maintain current contact information with the IUGA Office

#### MEETINGS

The committee meets as necessary via teleconference/video-conference, and may also meet face-to-face during the Annual Meeting each year. Committee members must attend at least one Annual Meeting every two years and participate in at least one teleconference per year or may be asked to step down.

#### TERMS OF OFFICE

The committee shall be headed by a qualified chairperson who has been elected by a majority vote of the regular members to a two-year term, renewable for one additional term (by re-election).

Members of the committee will serve a two-year term, renewable twice, provided that the individual is still in a fellowship or training program. A term may be extended for a maximum of five years after completion of the member's fellowship/training, at the discretion of the chair and based on committee needs. Renewal depends on level of activity. Each member up for renewal must re-apply during the annual call for committee volunteers. Members may serve for a maximum of 3 terms (6 years).

#### REPORTING PROCESS

The committee members report to the committee chair, who in turn reports to the IUGA Board. The staff liaison will assist with communication between all parties.

#### STAFF LIAISON

Sri Langelaar, Coordinator, Association Services  
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#### BOARD LIAISON

Lisa Prodigalidad, Treasurer  
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