

Young SIOPE **TERMS OF REFERENCE**

(15 April 2019)

1. Background

Young SIOPE is a formal group within SIOPE Europe to be officially launched during the first annual SIOPE meeting in Prague 2019.

Young SIOPE is a forum for young members of the European paediatric oncology community. It is intended to foster a closer community and to facilitate involvement of SIOPE Europe's youngest members in research, development and education.

The group's overarching aims are to facilitate involvement and exchange in clinical, research, and educational activities as well as to become a driving force and platform for new ideas in the field of paediatric oncology.

SIOPE Europe's Board and members will benefit from the diversity of backgrounds and out-of-the-box thinking approach of the Young SIOPE members, while the Young SIOPE members in turn will benefit from the support in their development.

2. Remit of Young SIOPE

Young SIOPE represents junior members of the European paediatric oncology community. The remit of Young SIOPE is to address issues relating to junior members of the European paediatric oncology, such as international clinical training, junior member-initiated translational scientific collaboration, facilitation of translational research, and perspectives for developing to European leaders within clinical and pre-clinical paediatric oncology. Young SIOPE wants the next generation of researchers and clinicians within paediatric oncology to be even more European than today. Young SIOPE will be able to propose new initiatives to the SIOPE Board. Equally, the SIOPE Board will be able to seek the collective and consensus opinions from the Young SIOPE members. Young SIOPE will need approval of the SIOPE board for all new initiatives/projects.

3. Constitution of Young SIOPE

Young SIOPE will be composed of:

1. 1 Chair
2. 4 Young SIOPE Committee Members
3. Members

The Chair and Committee Members will form the Young SIOPE board, which will govern and oversee the activities of Young SIOPE. Decisions will be passed based on a majority vote. All members of the board will have active involvement in the projects run by Young SIOPE and every board member will be leading at least one of Young SIOPE's activities. The Chair of Young SIOPE shall be a full member of the SIOPE Board. One of the board members will be a full member of the SIOPE annual meeting programme committee.

The term of the Chair and Committee members is 3 years. These terms coincide with the SIOPE board membership. Terms are not renewable.

4. Membership Requirements

Young SIOPE members must be (or become) SIOPE Europe Members. Young SIOPE members are younger than 40 and considered junior faculty within their department. This could be confirmed by the head of their department if needed. Membership is available for all clinicians and researchers with a specific interest in paediatric oncology.

Young SIOPE is composed as follows:

- All Young SIOPE members can be nominated for board member or chair (by others or by themselves). Active involvement in Young SIOPE activities preceding nomination is encouraged but not required.
- All Young SIOPE members can vote, but SIOPE membership is required.
- Chair: to be elected among nominated Young SIOPE Members via electronic voting coordinated by SIOPE office. Term of 3 years. Automatically becomes full member of SIOPE Board.
- Four Committee Members: to be nominated and elected among Young SIOPE Members via electronic voting coordinated by SIOPE office.
- Board members will remain active members during the year following the end of their term to support the new board members during their first year.

5. Meetings

Young SIOPE will meet annually, on the occasion of the SIOPE Europe Annual Meeting. Meetings by telephone conference will be organized on an as-needed basis.

6. Funding

Young SIOPE has no funding stream, therefore any expenses incurred by the members of the Council will need to be met by their own institutions or their own funds. Young SIOPE is tasked with securing funding from European funding agencies, through the SIOPE office. No individual funding request will be undertaken to avoid overlap with SIOPE funding requests.

7. Administrative Support

The SIOPE office will provide administrative support for Young SIOPE if possible.

8. Reporting guidelines

Young SIOPE will be under the auspices of the SIOPE Board. There will be a bi-directional flow of information between the SIOPE Board and Young SIOPE. Minutes will be available on request. Young SIOPE will provide an annual report to the SIOPE board.