

## **ROLE PROFILE**

### **Role: Scientific Committee Member**

Report to: Scientific Committee Chair

#### **DUTIES AND RESPONSIBILITIES:**

Support the Scientific Committee Chair who is responsible for the provision of valid research on Nordic Walking, health, fitness and sport-related topics.

#### **Development of Access to Related Scientific Research and Articles**

- Assist with the establishment of access to providers of valid research and articles
- Assist with the establishment of processes to critique research and articles
- Contract other organisations, universities and research facilities to carry out research projects
- Assist with the preparation of budget, as required, on research needs
- Assist in the development of communication strategies to ensure engagement of Members, coaches, instructors and the public in research activities.

#### **Membership Involvement**

- Assist with the development of strategies and communication channels to ensure understanding of members' research needs
- Engage members in the Scientific Programme

#### **Committee Activities**

- Participate in monthly meetings (via Skype) with the Scientific Committee to ensure delivery of outcomes
- Ensure delivery of Science programmes on time and within budget.
- Work with Education Committee to provide Scientific support for Education programmes.

#### **Customer Service Activities**

- Reply to any incoming emails, phone calls or other messages within 24 hours
- Obtain/answer email requests promptly

#### **Publication of Research Articles and Topics**

- Work with the Communication Committee to publish articles and topics in the INWA Newsletter, Website, Facebook and other communication channels
- Work with other organisations to publish INWA-initiated research articles

**SKILLS:**

- Solid understanding of science, medical, health and sport-related topics
- Access to university and/or other research material
- Working knowledge of computers in a Windows environment
- Demonstrate excellent oral and written communication skills
- Team leadership skills
- Maintain professional and positive demeanor
- Proven accuracy and attention to detail