

The Academy of Medical Sciences is the independent voice of medical sciences in the UK, working in collaboration with partners across the UK and internationally to promote biological, medical and health research to improve health and wellbeing. The Academy is working to deliver its new 10-year vision and mission as set out in [‘Making medical science work for everyone’](#).

## **Key attributes**

The Academy’s Regulations governing the election of Honorary Officers of the Academy set out that suitable candidates should demonstrate *‘high academic standing and a significant track record of achievement; have the ability to represent the different constituencies within the Academy and the ability to commit sufficient time and energy to the role and will have regard to the Academy’s commitment to equity, diversity and inclusion’*. In addition to distinction in the medical and health sciences, the role of Vice President (International) requires:

- Integrity, strategic vision, and sound judgement.
- Excellent communication and leadership skills and the ability to engage with key international organisations and policy leaders at a high level.
- A proven commitment to equity, diversity and inclusivity that befits a modern and progressive Academy.
- Demonstrable commitment to supporting and developing young researchers, both in the UK and internationally.
- An appreciation of the global research endeavour and development challenges.
- A collaborative working style and commitment to the Academy’s values and to harnessing the skills and knowledge of others, particularly our staff.
- Diplomacy and political nous on a global scale.

## **Eligibility**

This role is open to all Ordinary Fellows of the Academy.

## **Responsibilities**

The Vice President (International) will be at the forefront of the Academy’s international work overseeing our many activities in this area and will play a critical role in advancing our international work. The role of Vice President (International) requires excellent communication skills and the ability to engage with UK, European and international agencies at a high level.

The Vice President (International) role is supported by an experienced and effective Head of International, Head of Grants, and international team secretariat.

The Vice President (International) is expected to uphold the Academy’s values: Excellence, Evidence- driven, Integrity, Inclusivity and Collaboration and our behaviours of agility, kindness, and resilience.

The role-holder will be responsible for the following:

- Acting as an ambassador for the Academy.
- Overseeing the delivery of the Academy’s international strategy in the context of our current and new strategic plan. This includes: influencing international policy for

health and research; responding to global health challenges; establishing and maintaining strategic partnerships and promoting international mobility, connections, and capacity building.

- Providing expertise, advice and oversight for the development of activities, and the delivery and review of outputs relevant to the international policy portfolio which includes workshops, seminars and roundtables and an annual International Health Lecture. These activities will be supported by the Academy's staff team and may include the chairing of some of the activities. If delegated authority is granted by Council for specific activities, then the Vice President (International) will provide approval and sign off for activity and outputs relevant to our international work and any other areas as designated by Council.
- Developing the Academy's international funding schemes. Past and present schemes include our Newton International and Newton Advanced Fellowships, GCRF Networking Grants, Daniel Turnberg UK-Middle East Travel Fellowships and Hamied Foundation UK-India AMR Visiting Professorships.
- Maintaining high level relationships with key international organisations, particularly through the Federation of European Academies of Medicine (FEAM), International Science Council and the InterAcademyPartnership (IAP).
- Seeking, building, and strengthening high level relationships with international institutions such as the European institutions, UN institutions and relevant Non-Governmental Organisations.
- Building and enhancing high level relationships with UK international institutions such as the Foreign, Commonwealth and Development Office (FCDO), the Department for Science, Innovation and Technology, the UK Science and Innovation Network, and the other UK National Academies.
- Representing and advocating for the Academy on advisory groups for government funded international schemes and activities, when the Academy acts as a delivery partner.
- Supporting fundraising activities for the Academy's international activities.
- Travel overseas, both within and beyond Europe, to facilitate the above activities.
- Reporting to Council on matters of international relevance.

## **Honorary Officers**

As one of Academy's Honorary Officers the Vice President (International) will work closely with the President, Vice President (Clinical), Vice President (Non-Clinical), Treasurer and Registrar to uphold the following duties:

- As part of the Officers and Executive Group:
  - support the President and Senior Leadership Team to ensure delivery of the existing Academy Strategy and guide its future direction;
  - advise on specific projects and initiatives;
  - serve on Academy committees and task forces as required;
  - oversee the delivery of successful Academy outputs, and
  - help us develop strategic partnerships.
- Work closely with, and be readily available to, the SLT and expert staff at the Academy.
- Embody and promote the EDI values of the Academy, ensuring that they are at the forefront of the Council's strategic thinking.
- Support the Academy in its fundraising.
- When necessary, act as an alternative to the President in representing the Academy at key meetings and as a spokesperson on external communications.

## **Trustee responsibilities**

The Vice President (International) will be a Council member and a Trustee of the Academy. As a Trustee the post-holder will comply with their duties as a charity trustee as set out in CC3 The Essential Trustee<sup>1</sup>:

- Ensure that the Academy carries out its purposes for public benefit.
- Ensure that the Academy complies with its governing documents and the law.
- Act in the Academy's best interests at all times
- Manage the Academy's resources responsibly, taking due care over the security, deployments, and application of the charity's assets to ensure its financial stability.
- Act with reasonable care and skill.
- Ensure that the Academy is accountable and compliant with statutory accounting and reporting requirements.

## **Term of office**

The Vice President (International) will serve for a term of 4 years. The term of office may be extended, subject to Council approval, up to a maximum of 6 years, when this is deemed to be in the interests of the Academy.

## **Time commitment**

The formal time commitment of this role requires approximately 4-5 days per month plus periods of related travel, with an understanding that commitment can vary from month to month. This includes face to face and virtual participation in meetings at our London office and other meetings held across the UK. The Officers and Executive Group meets approximately six times a year. Additionally, the role-holder is expected to attend the five Council meetings held each year and the Annual Fellows' Meeting in December.

## **Review**

This role description will be reviewed by the Officers and Executive Group biennially (every 2 years).

Amendments will be brought to the Officers and Executive Group for consideration. Any formal recommendations will be put to Council for approval.

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<sup>1</sup> [The essential trustee: what you need to know, what you need to do \(CC3\) - GOV.UK](#)