



CANDIDATE BRIEF

Fellowship Expert Committee member (Academic/clinical)

Expert committees

Arthritis UK operates three expert committees, the Fellowship Expert Committee, the Fellowship Expert Committee and the Clinical and Care Expert Committee. The committees provide expert advice and insight to inform the work of the charity, assisting in planning, developing and undertaking activities to support research and fellowship awards, policy positions, and charity services. They assist the charity to consider insight from other Arthritis UK groups, committees, as well as sector and landscape intelligence. The committees are co-chaired by an expert with lived experience of arthritis and an academic/clinical expert.

We want our employees, volunteers and trustees to represent the broad diversity of the communities of which we are a part. Through our diversity and inclusion strategy, we have made a commitment to increase the diversity of our charity and we welcome candidates from a wide variety of backgrounds and experiences and UK locations.

Fellowship Expert Committee

The Fellowship Expert Committee assists the Charity in planning, developing and undertaking activities that support the next generation of musculoskeletal researchers. Members of the committee also undertake the role of Co-Chair of Arthritis UK research funding panels, which help the charity in making decisions about research funding applications.

The Fellowship Expert Committee constitutes members from with expertise through lived experience and scientific and clinical backgrounds such as discovery, translational, clinical and applied science across the types of arthritis.

Delegated authority

The Expert Committees and research funding panels make recommendations to the charity's Chief Executive. The Chief Executive has full delegated authority from the Board of Trustees to authorise funding, within agreed overall policies and procedures and budget, subject to the charity's Schedule of Authority, as may be amended from time to time by the Board of Trustees.

Role of Fellowship Expert Committee members

The main duties of the committee members are:

- Input expertise and insight for their respective areas and provide strategic advice to help the charity plan and prioritise new research activities, including our financial investments and influencing activities.
- Consider insight from other Arthritis UK groups, committees, sector and landscape intelligence.
- Help the charity engage and work with others through the identification of strategic partnerships to increase musculoskeletal research capacity in the UK.
- Advise the charity on the balance of research and career activities across the Arthritis UK portfolio.
- Help the charity's decision making around other research activities where appropriate.
- Take on the role of Co-Chair for Funding Review Panel meetings, this includes:
 - ensuring that all decisions are reached impartially and objectively,
 - ensuring every member of the Funding Review Panel has the opportunity to be heard and that no opinion is ignored or overlooked
 - ensuring that the proceedings of the Funding Review Panel are accurately minuted and actioned
 - reporting the Funding Review Panel's activities to the Fellowship Expert Committee

Expectations of members

- Contribute actively to the Fellowship Expert Committee meetings expressing clear and, where appropriate, challenging views.
- Act as Co-Chair of Funding Review Panels from time to time.
- Contribute to strategic and policy discussions and, as appropriate, define goals and targets and evaluate performance against them.

- Maintain confidentiality where required.
- Identify conflicts of interest and declare these to the charity.
- Always conduct themselves with probity, which may include (amongst other things) management of claims for expenses incurred, gifts and hospitality received.
- Attend a mandatory diversity and inclusion workshop to develop an understanding of our vision for becoming a more diverse and inclusive charity.

Skills and abilities of members

- Expert knowledge of the defined area for which representation is sought.
- Diplomacy and people skills with the ability to work closely with and get the best from members of the committee and charity staff.
- Strategic level experience, preferably gained at committee level.
- Experience of reviewing research funding applications.

Personal attributes and behaviours of members

- A personable demeanour and presence that secures the trust and confidence of others quickly.
- A strategic and entrepreneurial approach, with the ability to identify how the charity can best support future musculoskeletal research.
- The desire and ability to be a good advocate for research.

Time commitment

The Fellowship Expert Committee meets twice times a year. One meeting takes place in May/early June in our London office and one meeting takes place online in November. Meeting dates will be on dates fixed a year in advance and timed to allow travel within most parts of the UK within a single day where required.

Commitment to attendance of these meetings is required, as well as personal preparation time.

Current meeting schedule

The next scheduled meeting of the Fellowship Expert Committee is an in-person meeting in London on 3 June 2026.

Remuneration

The role of Fellowship Expert Committee member is unremunerated. The role of Co-Chair of a Funding Review Panel is unremunerated. Arthritis UK will pay for reasonable out-of-pocket travel and subsistence expenses in line with the charity's expense policy.

Length of Appointment

The role of Expert Committee member will be appointed for a term of three years for a maximum of two terms.

How to register your interest

Please email:

- a comprehensive CV (max 3 pages),
- a supporting statement summarising skills and experience (max 400 words)

to: Joy Tilbrook, Events Administration Officer, executiveadmin@arthritis-uk.org

Closing date for applications: **16 February 2026**