

Terms of Reference, My Name's Doddie Foundation Scientific Advisory Meetings

1. Purpose

Scientific Advisory Meetings convene the Foundation's Scientific Advisors to report on the latest scientific and technological developments in MND research, to provide specialised knowledge and insights to the Foundation's Executive Team.

The meetings encourage knowledge sharing, enable critical assessment of the latest trends and help to accelerate adoption of the most promising research approaches.

Between meetings, Scientific Advisors may provide ad-hoc advice and support to the Foundation, see Roles and Responsibilities below.

2. Attendance

Scientific Advisory Meetings bring together the Foundation's Scientific Advisors and members of the Foundation's Executive Team and Board of Trustees. Invited guests may be invited to attend and present at meetings.

Observers may be invited to some meetings. Observers may include people living with or affected by MND, stakeholders from partner organisations or scientific writers from external organisations to provide minutes for the meetings.

3. Scientific Advisor Role and Responsibilities

Scientific Advisors are leading experts in MND research, appointed by the Foundation's Executive Team. Scientific Advisors serve in their individual capacity as independent experts.

There is no minimum or maximum length of term. Scientific Advisors can relinquish their position on request to the Foundation's Executive Team.

Scientific Advisors are invited to attend two in-person meetings per year. Virtual attendance at meetings may be possible.

Scientific Advisors may be asked to present at meetings on their own research or that of the wider field. They are encouraged to actively participate in group discussions.

Between meetings, Scientific Advisors may be invited to provide additional support to the Foundation's Executive Team such as:

- Providing personal insights and feedback on the latest developments in MND research
- Supporting collaborative research efforts led by the Foundation, such as exploring project opportunities with potential collaborators that have been introduced by the Foundation
- Providing relevant introductions or facilitating collaboration opportunities for the Foundation's Executive Team
- Supporting strategic activities of the Foundation, such as attending meetings with members of the Foundation's Executive Team to provide scientific expertise and input

4. Meeting Support and Coordination

Support for meeting organisation, agenda planning and minuting is provided by the Foundation's Executive Team.