

ESE has identified eight Focus Areas for its clinical and scientific activities. The aim of these Focus Areas is to provide support within members' areas of interest for collaborative activities and to inform ESE's activities and programmes. The Focus Areas will be led by Focus Area Leads. The Focus Areas identified are as follows:

- Adrenal and Neuroendocrine Tumours
- Calcium and Bone
- Diabetes, Obesity and Metabolism
- Environment, Society and Governance
- Interdisciplinary Endocrinology
- Pituitary and Neuroendocrinology
- Reproductive Endocrinology
- Thyroid

Focus Area Leads Composition

Two per Focus Area. For the 6 Organ-specific Focus Areas, there should be one with a clinical interest and one with a basic science interest per Focus Area. For Environment, Society and Governance and Interdisciplinary Endocrinology two co-leads will be appointed. The leads of the Focus Areas should be nominated and invited by the Science Committee and Clinical Committee, taking into consideration suggestions from relevant interested parties. Nominations will be approved by the ESE Executive Committee.

Duration of Service

Two years, with the option to extend to a maximum of four years.

Reporting

The Focus Area Leads will report into the Scientific Programme Chair for ECE related items, who will report to the Executive Committee directly on their behalf. For all other activities, the Focus Area leads will report into the relevant operational committees. A brief report of the Focus Area's activities, compiled with the assistance of the ESE Office, may be requested on an annual basis.

Meetings

A meeting room will be made available for Focus Area meetings at the ECE. Other meetings to be held on an ad hoc basis, with organisational support from the ESE Office.

Focus Area Leads Remit

- To be the 'public face' of ESE within their Focus Area.
- To be available for media comment and, for example, involvement in specialized activities such as 'Highlights within xx Focus Area from ECE'.
- To invite a small expert panel to support activities within the Focus Area (ca 6-15 members), as specified below, and set up regular communication with the panel via email. Ideally the expert panel will include representation from the major specialist societies within the Focus Area.
- To recommend a member of their expert panel to the ESE Scientific Programme Chair to represent their Focus Area on the Programme Organising Committee (POC) for the European Congress of Endocrinology (ECE) for a period of two years (can be extended to a maximum of four years). NB: The Scientific Programme Chair will designate overall responsibility for each ECE POC to two Focus Areas and their nominated experts each year (one clinical and one basic).
- In an advisory capacity, to provide recommendations of potential collaboration opportunities with specialist societies within their area.
- To attend a meeting once a year chaired by the Scientific Programme Chair to discuss ESE issues and priorities within their Focus Area, usually held at the ECE.
- Through their expert panel:
 - To work closely with the Clinical, Science and Education Committees, in an advisory capacity, to identify and develop opportunities to support education, research and clinical management within their Focus Areas, ensuring these are aligned to ESE's overall strategy.
 - To recruit programme suggestions for the ECE.
 - To consider proposals for any pre-congress activities to ECE within their Focus Area.
 - To advise the ESE Office of developments in the area which will provide funding opportunities and to work with the ESE Office to develop these opportunities.
 - To provide links with industry where possible, and to assign a member of the expert panel to attend meetings with industry as required (if the Focus Area lead is unable to attend).
- NB: The aim would be that the clinical and basic science Focus Area lead work closely together to ensure co-ordination of Focus Area activity.

Additional notes

1. All papers and minutes must be treated in strictest confidence.
2. All Focus Area Leads must act in the best interest of the Society. Any potential conflicts of interests should be declared at the start of the meeting or as they arise, and the member concerned should take no part in the discussion.
3. Any funding requests should be submitted through the relevant ESE committee in line with the usual ESE budgeting procedures.