

ESE has eight Focus Areas for its clinical and scientific activities which are led by Focus Area leads.

Focus Areas and Focus Area leads are at the heart of ESE: they own and drive the endocrine area related content across everything ESE does, aiming to integrate the basic science and clinical perspective and to inform ESE's activities and programmes.

The Focus Areas identified are as follows:

- Adrenal and Cardiovascular Endocrinology
- Calcium and Bone
- Diabetes, Obesity, Metabolism and Nutrition
- Endocrine-related Cancer
- Environmental Endocrinology
- Pituitary and Neuroendocrinology
- Reproductive and Developmental Endocrinology
- Thyroid

Focus Area Leads Composition Two per Focus Area.

For the seven organ-specific Focus Areas, there should be one with a clinical interest and one with a basic science interest per Focus Area.

For Environmental Endocrinology two co-leads will be appointed.

The leads of the Focus Areas should be nominated and invited by the Science Committee, Clinical Committee and Congress Committee, taking into consideration suggestions from the Executive Committee, from the current Focus Area leads, from Specialist Partner Societies and other relevant interested parties.

Nominations will be approved by the ESE Executive Committee.

Duration of Service

Three years, with the option to extend for one or two years if mutually agreed by the representative and the Executive Committee.

Reporting

The Clinical Focus Area Lead will report to the Clinical Committee Chair and the Basic Science Focus Area Lead will report to the Science Committee Chair. A brief report of the Focus Area's activities, compiled with the assistance of the ESE Office, will be provided on an annual basis to be discussed at an annual Focus Area Lead meeting (at ECE) and at a selected ExCo meeting.

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

- Provide suggestions for the ECE programme
- Provide suggested nominations for the ECE Programme Organising Committee if requested
- Arrange one Clinical Update per year (individually or in collaboration with another Focus Area) according to dates defined by ESE
- Provide an advisory role for ESE policy and advocacy activities
- Understand and develop the ESE relationships with the partner societies, including ensuring good representation on the expert panel
- Provision of media comment and being our 'public face' for the Focus Area.
- Proposal of projects for Focus Areas and support in raising funding for these projects – subject to funding.
- Provide expert opinion and input into other ESE activities as requested.
- Attendance at an annual meeting at ECE (in person or virtual) for all Focus Area leads

Note: Process for selecting FA Leads and Expert Panels

- The ESE Office will collate suggestions from the Executive Committee members, current Focus Area Leads, Science, Clinical and Congress Committees and the relevant Specialist Partner Societies.
- The ESE Office will provide the collated suggestions to the Science, Clinical and Congress Committee Chairs, who will review and make a recommendation to the Executive Committee for agreement.
- Related Specialty Societies will also be asked to nominate an expert panel member for each Focus Area.
- The Executive Committee will be responsible for final approval of the Focus Area leads and expert group members.

- NB: The aim is that the clinical and basic science Focus Area lead work closely together to ensure co-ordination of Focus Area activity.

- NB: Any funding requests should be submitted through the relevant ESE committee in line with the usual ESE budgeting procedures.

Additional notes

- All Focus Area Leads and Expert Panel members need to be paid up members of the European Society of Endocrinology.
- All Focus Area Leads and Expert Panel members should make every effort to attend all meetings. Any member who does not attend a meeting for a year will be asked to step down, other than in exceptional circumstances.
- The Focus Area Leads will liaise with other ESE Committees as appropriate.

- All papers and minutes must be treated in strictest confidence.
- All Focus Area Leads and Expert Panel members must act in the best interest of the Society.
- Any potential conflicts of interest should be declared at the start of the meeting or as they arise, and the member concerned should take no part in the discussion.
- The Focus Area Lead should not serve a second consecutive term outside of the agreed extension period outlined within 'Duration of Service', unless there are exceptional circumstances identified by the Executive Committee.
- Focus Area Leads and Expert Panel members should represent the key areas of interest; geographical spread; and gender considerations.

ESE Team member responsibility: Head of Scientific Programmes