



Role Profile for Associate Members of the NCRI Consumer Liaison Group (CLG)

Role:	Associate member of the NCRI Consumer Liaison Group
Key Relationships:	Other members of the NCRI Consumer Liaison Group

Role description

Associate consumer members are required to contribute to the activities of the NCRI CLG by:

- Actively participating in CLG meetings
- Assisting the group in understanding the wider perspectives of patients, carers and the public that are relevant to the work of the group
- Preparing for group meetings by reading meeting papers and raising any issues for clarification with the Chair, NCRN Consumer Liaison Lead during or before the meeting as appropriate
- Providing feedback on consumer involvement in research activity taking place in their own areas/ projects/ groups of relevance to the CLG
- Providing feedback on the key activities of the CLG to their own research and service networks
- Respecting any requests for confidentiality, and to declare any conflicts of interest if they arise.

Role requirements

Associate consumer members are required to have the following:

- Willingness to familiarise with relevant research and medical language
- Knowledge and understanding of the consumer perspective, with an ability to raise a broader range of consumer perspectives beyond their own personal experience
- Good communication skills with an ability to listen to others and constructively express own view from a consumer perspective
- The ability to recognise and encourage diversity of input from cancer research and service user communities
- An understanding of the relevance of consumer involvement in the work of the NCRI and NCRN
- Willingness to make links with some of the following as part of their role: clinical trials units, Experimental Cancer Medicine Centres, local research and service user networks, consumer research panels
- An understanding of the importance of and need for cancer clinical research
- An ability to work effectively and constructively as part of a team
- Knowledge and understanding of the issues important to both cancer and wider consumer networks and groups
- Interest in keeping up to date with current cancer research issues

- An understanding of and interest in cancer and wider clinical research
- An ability to work effectively within a mixed group of consumers and professionals.

Time commitment

The CLG meets three times per year, usually in January, May and September. Meetings usually run from 11:00am until 4:00pm and are held in various locations including London, Leeds and Birmingham. Associate members should attend as invited where possible and are expected to read meeting papers and may be requested to provide feedback on draft documents. On occasion associate members may be invited to work on specific tasks that emerge from the work of the group.

Term of office

There is no formal term of office for associate members. However individuals should be clear that they are able to meet the role profile and requirements as outlined above. The NCRN Patient & Public Involvement Lead will undertake a review of associate membership on an annual basis. Please contact the NCRN Patient & Public Involvement Lead at ppi@ncrn.org.uk for further discussion as required.

Expenses

Where necessary associate consumer members are encouraged to seek funding from their local groups/ networks to attend meetings as the NCRN and NCRI are unable to cover expenses for them to attend.

Registering your interest

There is no formal application process but those interested in associate membership of the CLG should contact the NCRN Patient & Public Involvement Lead in the first instance at: ppi@ncrn.org.uk.

Membership of the NCRI Consumer Liaison Group

There are two types of membership of the CLG:

1) Core membership of the NCRI Consumer Liaison Group (approx. 60 members)

This is made up of consumers with current or recent experiences of cancer services as a patient, carer, relative, member of the public, who have been specifically recruited as members of the NCRI Clinical Studies Groups.

2) Associate membership of the NCRI Consumer Liaison Group

In addition to the **core membership** of the CLG the following groups/ individuals contribute as **associate members** of the CLG:

i) Other consumers who are not members of the NCRI Clinical Studies Groups but who are involved in cancer research as part of their role in other areas at local and/ or national level; **for example, consumers who are members/ formally involved with:**

- **The NCRI Board and Board Sub Group on Clinical and Translational Radiotherapy**
- NCRN/ NCRN Projects and Initiatives
- Former consumer members of CS(D)Gs
- Consumer research panels
- Clinical trials units
- Experimental Cancer Medicine Centres
- Local cancer research and service networks.

These members are regularly invited to attend/ input to CLG meetings but may not attend every CLG meeting.

ii) Professionals directly engaged in cancer research with a role in consumer involvement as part of their work e.g. NCRI/ NCRN Patient & Public Involvement Steering Group professional members, NCRI partner organisations, relevant patient and cancer support organisations, NCRN, NIHR, UKCRC, INVOLVE. These members are regularly invited to attend/ input to CLG meetings but may not attend every CLG meeting.

In addition there are wider opportunities for interactions with the CLG via the consumer mailbox (ppi@ncrn.org.uk) and through the feedback section on the NCRN website. In addition all agreed CLG meeting papers and reports are made publically available on the website at www.ncrn.org.uk by following the link to *Patient and Public Involvement*.