



COMMUNITY RESEARCH REPRESENTATIVE/VOLUNTEER POSITION

ROLE SUMMARY

Lung Saskatchewan is committed to ensuring the voices of those with a lived experience of lung disease are represented in its research investments. The Community Research Representative brings this perspective to the research Lung Saskatchewan supports. Alongside the Board of Directors and Leadership Team, the Community Research Representative participates in the setting of Lung Sask's areas of research focus, the establishment of research priorities, and participates in the review process of applications for research funding.

Lung Saskatchewan believes that good lung health is essential for everyone's well-being and quality of life. Our programs and services focus on protecting lung health, preventing lung disease, and ensuring that the right resources are available for those who need them. Thanks to our work, Saskatchewan has seen tremendous strides in lung health policies, research, education, and patient support.

KEY AREAS OF RESPONSIBILITY

- Participating in the development of areas of **Research Priority** for Lung Saskatchewan to ensure research investments are relevant to its stakeholders.
 - This key responsibility involves participating in a research priority setting discussion at a Lung Saskatchewan Medical Advisory Committee meeting. The Medical Advisory Committee reports directly to Lung Saskatchewan's Board of Directors, and provides counsel on matters related to lung health including matters related to Lung Saskatchewan's research investments. The Medical Advisory Committee is composed of several Lung Saskatchewan Board of Directors and key stakeholders from the lung health community (health professionals, researchers, and community research representatives). Medical Advisory Committee meetings occur in advance of quarterly Lung Saskatchewan board meetings and last approximately 1 hour. The discussion item – **Research Priority** typically occurs during a spring Medical Advisory Committee meeting (May or June). Although it may happen that a Community Research Representative also serves as a member of the Lung Saskatchewan Board of Directors, this is not a requirement.
- Participating in the review process of **Research Applications** from annual funding competition calls to ensure that applications fall within Lung Saskatchewan's areas of **Research Priority**.
 - This key responsibility involves participation in a number of activities throughout the year including:
 - October
 - Following eligibility cut-off will participate in a call to review applications for relevancy determination, i.e., to determine if applicant will advance to full application; meetings are generally 1 hour.

- November
 - Contribute to the report and reporting of the review of applications following eligibility cut-off at the November Medical Advisory Committee Meeting; this meeting is generally 1 hour.
- December
 - Receive summary of final applicants; self-directed, no meeting required.
- February
 - Participate as an observer in the peer-review process of research applications; these meetings generally span two half days (4 hours).
- March
 - Receive results from peer-review process and subsequent funding decisions.
 - Contribute to the report and reporting of results from peer-review process and subsequent funding decisions at the March Medical Advisory Committee Meeting; this meeting is generally 1 hour.

KEY ATTRIBUTES

- A lived experience with lung disease, and/or caregiver for someone with a lived experience with lung disease.
- Interest in the outcomes and impact of lung health research.
- Access to a computer.
- Computer literacy, i.e., proficiency with computer applications (email, zoom, Microsoft teams, etc.) and ability to learn and access new software. This will be important for participating in meetings, and receiving and responding to communications.
- Confidence in oral and written communication.
- Confidence in asking questions, voicing opinions and perspectives on the lived experience with lung disease, and confidence in participating in discussions with health professionals and researchers.
- Fluent in English. The review meeting will be conducted in English.
- Demonstrates a meaningful understanding of the impact living with lung disease has on quality of life.
- Demonstrates an understanding of the diverse needs and circumstances of those that Lung Saskatchewan seeks to serve.