

## **Member Benefits Committee**

### **Role description and person specification**

#### **Overall purpose**

- To ensure that the Member Benefits Committee (MBC) fulfils its primary role of advising the Board on member benefits and services in order to attract and retain members.
- To assist the Association in supporting members by advising on the development of useful and relevant member benefits and services, auditing existing benefits and services, and actively participating in focus group activity during the development of benefits, services, guidance and resources.

#### **Duties and activities**

- Actively contributing to MBC debates and discussions both in person and electronically.
- Providing content ideas (such as blogs, guides, articles, collateral) that would appeal to different types of vets at different career stages.
- Write copy or provide author signposting for BVA resources, such as guides, articles or blogs. Review and proof-read materials.
- Reviewing marketing collateral and assets.
- Reading papers, research and other information presented to the MBC in preparation for debates and discussions.
- Attending two MBC meetings per year (usually in London) and ad hoc meetings relevant to tender exercises.
- Contributing actively to the work of MBC outside of the meetings by promoting discussion and exchange of views on the BVA online forum for committees (Glasscubes)
- Taking part in MBC sub-groups tasked with running tendering exercises for specific benefits and services on an ad hoc basis. Tender sub-groups will be time limited and members will be asked to volunteer to take part.
- Promoting BVA and BVA membership as appropriate.
- Safeguarding and promoting the good name and values of BVA at all times.

#### **Additional duties for recent graduate members**

- Actively engaging with BVA's network of recent graduate members and non-members via the Young Vet Network, social media, BVA secretariat, and other appropriate channels.
- Help with the growth and development of the Young Vet Network, including promoting events and providing content or speaking at events.
- Liaising with the two recent graduate representatives on BVA Council to deliver joined up representations on behalf of BVA's recent graduate members.

### **Additional duties for student members**

- Actively engaging with veterinary students via social media, BVA secretariat, and other appropriate channels.
- AVS representative to act as a liaison between the AVS committee and the MBC to bring the views of student representatives to the committee and to inform students about BVA benefits and services.

### **Term of office**

All members of MBC shall nominally serve for a term of up to three years. Members will have the option of serving for a second term of up to three years (subject to Nominations and Awards Group (NAG) recommendation and Board approval) but may not serve for three successive terms. Members may seek re-election for a third term following a break in service of at least one year

### **Person specification**

- MRCVS (for graduate members) or currently enrolled at a UK vet school (for student members) and BVA membership.
- At least two members of the MBC must be recent graduates (up to eight years qualified) and no more than six years qualified at the start of a three-year term.
- Two members must be students, one of whom must also serve on the AVS committee.
- Commitment to promoting and furthering the interests of the veterinary profession, and of BVA.
- Willingness to commit the necessary time and effort to fulfil the specified duties and activities.

In selecting members of the MBC, NAG will be tasked with meeting as many of the following criteria as possible:

### **Knowledge, skills and experience**

Not all of these are essential for each individual but across the whole committee we require a mix of:

#### **Committee experience**

- Copy writing
- Strategic thinking
- Analysis and evaluation
- Excellent oral communication skills and ability to engage positively in debate and discussion
- Decision making
- Team work
- Problem solving
- Understanding of the current veterinary landscape

#### **Veterinary expertise and experience**

Across the whole committee we are looking for a mix of experience and expertise within the range of veterinary work, including:

- Large animal practice
- Small animal practice
- Equine practice
- Other species specialisms
- Public health
- Government
- Industry
- Academia
- Research
- International

- Wildlife/conservation
- Charity

### **Other**

Across the committee we are looking to ensure a range of expertise, interests, and backgrounds.

### **Expenses**

Membership of MBC is voluntary and unpaid but members are reimbursed for travel and other expenses incurred, in line with [BVA's member expenses policy](#).

MBC members receive free membership of BVA for the duration of their term of office.

### **Declarations of interest and confidentiality**

All members of MBC are required to complete a confidentiality agreement and declarations of interest form at the start of their term, and to notify the secretariat if the declaration needs to be updated.

For more information, please contact the BVA membership team on 020 7908 6350 or via [membership@bva.co.uk](mailto:membership@bva.co.uk)

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