

You and Your Hormones Editorial Board Remit

Two online meetings per year.

Composition

Editor: The role of Editor is appointed by the Public Engagement Committee for a term of office of two years with the potential to extend for an additional year. The Editor must have previously served on the Editorial Board

Editorial Board: Composed of up to six members with a minimum of one clinician or nurse and one basic scientist and aiming for a balance of roles.

Ex-Officio Members: None

Co-opted members: Three maximum, if required. The Editor may co-opt additional members for a limited period and for specific projects only.

Quorum: Three editorial board members

Duration of service

Editor: Normally two years with the option of serving an additional year

Editorial Board: Three years plus a possible one-year extension

Co-opted members: For duration of project (see above)

Reporting

The *You and Your Hormones* Editorial Board reports to the Public Engagement Committee of the Society for Endocrinology through the Editor of the Group.

Remit

The Board's role is to oversee the development and accuracy of the Society's official public website, *You and Your Hormones*. In particular, the following tasks:

1. To ensure the website remains up to date and scientifically accurate, and oversee the creation of new content.
2. To ensure the website has the most appropriate and engaging format for each of the target audiences, e.g. written form/video/podcasts.
3. To oversee recruitment and organisation of Content Editors who will be involved in the review of current articles and creation of new content.
4. Each member of the Editorial Board will liaise with a minimum of one Content Editor, reviewing and signing off their work.
5. To oversee marketing initiatives behind the website, identify potential communication channels, e.g. social media feeds for each of the relevant target audiences, and benchmark the website against other similar initiatives.