I. **SUMMARY:**

The Chair of Research reports to the Board of Directors. The Chair is responsible for leading the research component of both the AUA’s and Urology Care Foundation’s missions and implementation of the research strategic goals. The overarching objective of this position is to advance research progress across the entire spectrum of urologic diseases. This is carried out through engagement with, and oversight of, the AUA Research Council and close collaboration with the AUA Director of Research. Specifically, the Chair of Research will work in partnership with the AUA Office of Research and urologic research stakeholder organizations to 1) ensure the future of the urology surgeon-scientist and other urology researchers in advancing urologic research, 2) enhance strategic programming in research funding, education, and investigator support, and 3) provide support to advance AUA research advocacy goals in both the public (federal) and private sectors.

The Chair is a compensated, voting member of the Research Council, and serves in an ex officio and ad hoc capacity on the council’s subcommittees. The Chair is appointed by the AUA Board of Directors for a four-year, non-renewable term.

The Chair-elect serves one year as a non-voting member (non-compensated volunteer position) of the Research Council. The Chair-elect participates in all Council and subcommittee meetings for training purposes.

II. **MAJOR RESPONSIBILITIES:**

A. **VISION FOR UROLOGY RESEARCH.** Develop and persuasively articulate a strategic vision that enhances the impact of the collective AUA and UCF research programs for the preservation and advancement of urologic research both nationally and internationally. This vision should address critical needs in urologic research while considering AUA resource constraints. Further shape the mission of the Office of Research in alignment with a Board-approved vision. Assist in guiding the execution of the mission through the Office of Research in a collaborative manner, with annual assessment.

B. **LEADERSHIP.** Work in a mutually effective and collaborative manner with both the AUA Chief Executive Officer, Executive Vice President for Research, Quality, and Scientific Affairs, and Director of Research to assist in coordinating and implementing Office of Research and research-related Urology Care Foundation activities, in accordance with Organization policies & procedures and Board-approved budgets. Provides strategic leadership to the AUA Research Council, its subcommittees and the programs of the AUA Office of Research.

C. **GOVERNANCE.** In executing responsibilities, the Research Chair serves as the Chair of the Research Council, providing leadership and oversight to advance AUA’s strategic research initiatives through the Council, sub-committees and work groups, when active, including:
1. Research Education, Conferences and Communications Committee
2. Research Grants and Investigator Support Committee
3. Ad hoc research committees
   (a) grants review
   (b) conference program planning
4. Ad hoc advisement to the AUA’s Research Advocacy Committee (under the governance of the Public Policy Council)

D. LIAISON RELATIONSHIPS. Liaise with external organizations such as 1) the urology-relevant institutes of the National Institutes of Health, with particular focus on the National Institute of Diabetes and Digestive and Kidney Diseases, National Cancer Institute, National Institute on Aging and other relevant NIH institutes, and other federal agencies such as the Department of Defense and Veterans Health Administration; 2) AUA Sections and Society affiliates with respect to research interests; and 3) patent advocacy organizations with respect to research;

E. PARTNERSHIP WITH UROLOGY CARE FOUNDATION. Work effectively with the Urology Care Foundation Board of Directors and staff in fundraising activities including strategic planning, outreach and stewardship of donors.

F. COMMUNICATIONS. Commit 10-15 hours per week, which will include a diversity of communications with AUA staff, Council members, funded investigators, and other urologic research stakeholders (e.g., federal and private research funders, research advocacy organizations, AUA Section representatives, urology society representatives, and individual surgeon-scientists and other urology researchers).

G. AUA & UCF BOARD PRESENTATIONS. Report to the Boards of Directors for both the AUA and Urology Care Foundation approximately three times per year.

H. TRAVEL. Travel up to 30 days annually for attendance at the AUA’s Annual Meeting, fall Boards of Directors meetings, meetings with NIH/other federal research leadership, interaction with other AUA Councils, leadership of AUA research conferences and other on-site programs including but not limited to scientific peer review and investigator support events.

I. ARTICLES. The Chair is responsible for working with the Director, Office of Research in the development of a bi-monthly AUANews article and other articles and correspondence as requested (e.g. periodic entries in AUA Investigator).

SPECIFICATIONS:
   A. Qualifications
      1. Must be an AUA Active Member in good standing in the practice of urology at the time of assumption of the position.
      2. Be a nationally recognized thought leader in urologic research with vision, enthusiasm and interest for the spectrum of urologists and others advancing urologic research, from early-career to established investigators, to move both individual research and the field of urology forward.
      3. Be well-versed in, and a champion for, the academic mission with a robust program of research including current or recent independent research funding and a strong...
track record of achievement in clinical urology and urologic research as evidenced by funding and publications.
4. Possess NIH peer review experience and familiarity with NIH overarching and individual institute operating procedures and leadership.
5. Demonstrate an understanding of institutional budget planning and developments and the importance of fiscal responsibility for the AUA Office of Research.

B. Behavior Traits/Skills
1. Adheres to the highest professional and ethical standards.
2. Demonstrates exceptional leadership qualities:
   i. Personal attributes associated with leadership (credibility, integrity, judgment, ability to command respect, self-starter, humility, respectfulness, motivator, flexibility and adaptability, highly organized, decision-maker, conflict resolution skills, commitment to serving the public good, innovator).
   ii. Energetic and creative self-starter who seeks novel approaches.
   iii. Utilizes long-term vision to evaluate short-term projects.
   iv. Communicates effectively by presenting information clearly and succinctly, framing discussions while respecting the diverse opinions of others, and compromising to help reach consensus. Ability to effectively convey complex scientific content to the AUA and UCF Boards and generate understanding of and enthusiasm for research priorities and initiatives.
3. Extensively networked within the AUA community of urologists, other urologic researchers, and other AUA stakeholders.
4. Demonstrates outstanding outreach, diplomacy and negotiation skills.
5. Responsive by email with ability to organize and work in an effective and collaborative manner.
6. Possesses strong skills in persuasive writing for science.
7. Possesses ability and willingness to engage industry representatives regarding AUA’s key priorities and ways in which companies can support AUA’s mission.
8. Willingness to be available on short notice to consult on issues of vital importance to urology that may require an immediate response.

III. KEY AUA CONTACT:
The main contact for the duration of the Chair’s term is the Director of the Office of Research, Carolyn Best, PhD (Email: CBest@auanet.org, Phone: 410-689-3763).
AUA Research Chair/Chair-elect Time Commitment

Term
The Chair-elect serves one year (June 1, 2020 – May 31, 2021) followed by a four-year term as Chair, (June 1, 2021 – May 31, 2023).

Schedule
The Chair must devote sufficient time to be effective. The Chair is expected to fulfill commitments within agreed-upon deadlines including timely responses to frequent communications from AUA Office of Research (OR) staff or other AUA staff, Research Council and Committee members, and program faculty. Email replies are generally expected within 24-48 hours.

The Chair responsibilities require an average of 10-15 hours per week (range: 2-24 hours/week), which includes teleconferences with the Research Council and its subcommittees, teleconference and in-person meetings with staff and AUA and UCF Boards of Directors at the AUA Headquarters office, participation and leadership in key research programs on-site and on-line, etc. Prompt communication and response to correspondence is critical.

The time commitment varies over the course of the year and is estimated at an average of 12 hours a week. This includes phone calls, email communication and scheduled meetings.

Travel Calendar
The Chair-elect travels approximately **12 days away (excluding weekends)**. The Chair travels approximately **24 days away annually (excluding weekends)**. A sample travel schedule is listed below. Specific travel is subject to change and will be provided at the Orientation.

<table>
<thead>
<tr>
<th>MONTH</th>
<th>MEETING</th>
<th>TRAVEL (Nights Away)</th>
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<tr>
<td></td>
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<td>Chair-elect (1-year position)</td>
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<tr>
<td>January</td>
<td>NIH IC Council Meeting</td>
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<tr>
<td>February</td>
<td>AUA - Winter Board Meeting – Call in</td>
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<tr>
<td>March</td>
<td>Co-sponsored Symposium</td>
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<td></td>
<td>AUA Summit and NIH Visits</td>
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<tr>
<td>April</td>
<td>AUA Research Council/Committees Meeting</td>
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<tr>
<td>May</td>
<td>NIH IC Council Meeting</td>
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<td>AUA Annual Meeting</td>
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<td>June</td>
<td>Office of Research Strategic Planning Meeting</td>
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<td>July</td>
<td>AUA Society Day Annual Meeting Planning</td>
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<tr>
<td>September</td>
<td>NIH IC Council Meeting</td>
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<td>Co-sponsored Symposium</td>
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<tr>
<td>October</td>
<td>Early Career Investigators Workshop</td>
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<td></td>
<td>AUA - Fall Board Meeting at AUAHQ</td>
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<td>November</td>
<td>Research Scholar Peer Review</td>
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<tr>
<td>December</td>
<td>Urology Care Foundation Board Meeting</td>
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<td></td>
<td>Co-sponsored symposium</td>
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<td>12 Nights Away</td>
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*Travel to OE courses is optional and not included reflected in this table.*
AUA Research Council Chair/Chair-elect Compliance

Both the Chair and Chair-elect must maintain and promote high ethical standards including good-faith committee decision making and avoiding actual or perceived conflicts with other activities, interests, and/or organizations with which they may be involved. This includes:

1. Compliance with AUA’s Bylaws, Conflicts of Interest Policy, Code of Ethics and other applicable policies.
2. Maintaining confidentiality of private information of the organization, staff, clients, and other committee members.
3. Agreeing to uphold AUA’s tradition and strict policy of maintaining a professional and respectful environment by signing a civility statement.

Permitted Activities

The following activities are permitted provided they are appropriately disclosed and reviewed:

1. Current (as of commencement of Chair service) investments in Pharma stocks.
2. Institutional based or multi center Pharma research.
3. Private ownership as an individual or part of a group in ancillary services.
4. Concurrent service as an officer or board member of an AUA Section, Subspecialty Society or Affiliated society (provided the Board has not deemed the relationship to be a substantial conflict to the AUA and the member has sufficient time to effectively serve on both).
5. May accept limited Visiting professorship and Scientific meeting invitations as an expert in the field (not representing the AUA).

Restricted Activities

**AUA Conflicts of Interest Policy: Level 1 Compliance**

The Research Chair is a COI Level 1 Board Consultant position and must adhere to AUA’s Principles, Policies and Procedures for Managing Conflicts of Interest policy. Prior to the beginning of the Research Chair term, the Chair-elect must disclose and divest of relationships with pharmaceutical and device industries and remain divested for the duration of their term. These relationships include:

- Any governance role with a Pharma or Medical Device company
- Any role as consultant or advisor to Pharma or Device company
- Any role as paid lecturer or paid attendee at a Pharma or Device Company event

**AUA Committees/Councils Participation**

The AUA Research Council serves as the oversight body responsible for approving recommendations made from Research Committees. The Research Chair-elect is required to step down from service on AUA Councils/Committees at the beginning of his/her term.

**AUA Awards**

In an effort to reduce perceived conflicts, all physician consultants are excluded from consideration for an AUA Award during their term of service. This applies to awards nominations during the Research Chair-elect and Research Chair term. The Research Chair will be eligible again to receive an award nomination once his or her term as a physician consultant has concluded.

**Concurrent Grant Application Involvement and Peer Review Service**

The Research Chair/Chair-elect is strongly encouraged to serve in the scientific peer review of Urology Care Foundation research grant applications. In addition, the Chair/Chair-elect may also serve in the programmatic review (i.e., alignment of meritorious applications with available awards). However, to avoid real or perceived conflict of interest, the Chair/Chair-elect shall not serve in both peer and programmatic review of a single award mechanism within a single cycle. Moreover, in the event that the Chair/Chair-elect is involved in an application for any award mechanism, he or she will be recused from both peer and programmatic review of that mechanism for that competition cycle.