

Project Steering Committee

Knee Pain Prevention Study (KNEPP STUDY)

Post: Member of Steering Committee

Duration: September 2005 – September 2007

Meetings: Every 3 months approximately

Payment: Payment will be made for attendance and for expenses to attend steering committee meetings

Background

The KNEPP study aims to investigate ways in which knee pain and disability can be prevented in older people (or prevented from getting worse). We wish to involve both people from the local community and health and social care professionals that work with knee pain sufferers in a steering committee to comment on the progress of the project and the interpretation of the results. It is expected that meetings will take place every 3 months and will last for approximately 2 hours.

Members of the steering committee are expected to take a broad view of certain specified topics (see below) and to take an active part in the committee meetings. The main duties will involve reading a small amount of material sent prior to each meeting and being prepared to discuss issues arising. We are particularly interested in your experiences of knee pain, and/or the management of knee pain (within the context of prevention).

Main responsibilities

1. To attend a committee meeting approximately once every 3 months

These will be held at Keele University and will last approximately two hours. Members of the committee will be paid an hourly rate, plus travelling and out-of-pocket expenses.

2. To read material

To read material sent to you prior to each meeting. This may include minutes of previous meetings and/or short research reports.

3. At the steering committee meetings

To contribute to discussion of the following issues:

- Patient information and consent
- Study design (for example, content of patient interviews or a proposed method of care for preventing knee pain)
- Comment on preliminary results
- Ideas about analysis, presentation and dissemination of results

Template 2 Example 2

4. To access guidance (if required)

All members of the steering committee will have access to the main researcher (Dr Clare Jinks) who can offer guidance on committee procedures and the review materials sent prior to meetings. Committee members will be able to contact this person before and after each steering committee and to have any questions answered during the meetings.

Person Specification:

Factor	Essential Attributes	Desirable attributes
Qualifications	None	None
Experience	None	Committee experience
Skills	Willing to familiarise yourself with some medical and research language	To keep up to date with knee pain issues via media and information provided by the research team.
Knowledge	Knowledge of perspectives from the group you represent (e.g. knee pain sufferer, GP, Health or social care professional)	To have some understanding of research
Personal qualities	Good communicator	Self confidence in mixed group of professionals
	Ability to listen to others and express own views	Willing to give feedback to KNEPP study team to help in developing their work
	Openness to other people's views	

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