

EHRA Innovation Committee

1. Committee:

- Frits Prinzen (Netherlands), Chair
- Malcolm Finlay (United Kingdom)
- Andreas Metzner (Germany)
- Gediminas Rackauskas (Lithuania)

2. Mission:

- To stimulate electrophysiologists and related researchers in their ambition to be dedicated to innovation and to translate that in new products.

3. Objectives:

- a. To reward innovative clinicians and scientists working in Arrhythmias and Electrophysiology
- b. To raise awareness on Innovation via sessions and /or webinars
- c. To develop a network of contacts between inventors and industries
- d. To explore and better understand the perspectives of parties involved in innovation process

4. Job Descriptions:

- **Chairman** (*anticipated time 2-4 hours per week*)
 - Establish annual objectives, work plans, timelines
 - Monitor activities and deadlines to ensure timely completion of high quality, cost effective work products
 - Schedule meetings.
 - Develop meeting agendas.
 - Report activities and recommendations to the appropriate entity or entities, as designated in the charge.
 - Set and communicate expectations about volunteer performance.
 - Set challenges and delegate tasks to members and encourage quality participation.
 - Respond to email notifications and solicitations in a timely manner.
 - Maintain the confidentiality of deliberations and materials.
 - Approve final work products and formal communications.
- **Committee Member** (*anticipated time 1-2 hours per week*)
 - Work collaboratively with the Chairman and also staff from the Heart House to achieve the committee's goals and objectives.
 - Participate actively and constructively in all committee meetings, including contributing to committee deliberations by being familiar with distributed materials.
 - Respond to email notifications and solicitations in a timely manner.
 - Maintain the confidentiality of deliberations and materials.
 - Contribute to the timely completion of committee products and deliverables, including meeting HH staff and committee deadlines.
 - Volunteer for special assignments or tasks when able.
 - Participate in discussions, meetings/calls and/or voting as appropriate.