

Standard Operating Procedure

CHAPTER I – YING MISSION

The Young Investigator Network (YING) is a working group of the European AIDS Clinical Society (EACS). YING's mission is to encourage collaborations and provide support, education and a network for HIV clinicians and researchers at an early stage of their research career (*early stage* is what the 'young' of YING refers to – there is no age limit!) and is part of the EACS educational programme. The initiative involves healthcare professionals and will also involve community representatives to support and promote user involvement at all stages of research planning and development.

YING particularly wishes to support research in areas of implementation where collaboration and knowledge sharing helps to achieve better testing, prevention, access to care and patient outcomes. YING will aim, especially, to support researchers in areas of Europe where research structures may not be as strong or as well established and where the HIV burden is high or research needs unmet, such as in Eastern and Central Europe. YING aims to be less formal and overwhelming than a large conference environment and will encourage learning in a collaborative way.

CHAPTER II – YINGERS

ARTICLE 1 – CONDITIONS OF ADMISSION

Any EACS member can join YING by filling in the form on their EACS membership account. YING is aimed to help and support investigators at an early stage of their research and clinical careers. Eligibility is self-determined by those who feel it would help them, hence there is no specific age cut off. It is anticipated that YING benefits will be achieved by participation in YING over a 2 to 3-year period but there is no fixed term and YING participants may remain in YING for as long as they deem it helpful.

ARTICLE 2 – RETIREMENT AND EXCLUSION

Members shall be free to retire from YING by sending their resignation in writing to info@eacsociety.org.

The YINGER list may be reviewed from time to time and Yingers removed if they have not participated in at least one of the YING activities (webinar, survey, YING meeting, conference session) in a calendar year.

CHAPTER III – STRUCTURE

The Steering Committee consists of a Chair, a Vice-Chair, along with two additional members selected among the YING Faculty. The Vice-Chair is appointed by the Steering Committee members and shall automatically become Chair at the end of their mandate. The Chair is appointed for a maximum term of three calendar years. This is a non-renewable position although, if eligible, they may step down into the Faculty or step down from YING. Should a vacancy arise on the Steering Committee, the Chair and remaining members shall propose a member of the Faculty to join the committee. Should the person decline, a Call for the position opening shall be made to the Faculty who can propose themselves to stand for the vacancy. Should a vote be required then this will be conducted between members of the Faculty and Steering Committee and the result determined by simple majority. The YING Chair reports in to the EACS Education & Training working group Coordinator is primarily responsible for all YING activities. The Chair shall attend the Education & Training meetings. If the Chair is not available to participate to an Education & Training meeting, the Vice-Chair or another member of the committee shall participate to it. The minutes of these meetings will be circulated to the committee. Steering Committee membership also carries a 3-year term.



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The YING Faculty is comprised of approximately 16 participants. The faculty is reviewed and appointed by the Steering Committee. Faculty members should be active EACS members. Consideration will be given an inclusive and diverse Faculty representative of the EACS membership. Faculty participation also carries a fixed term of 3 years which is renewable. The YING Faculty will support the Steering Committee in the design and planning of all YING events, and will encourage colleagues to join YING.

All YING steering committee and faculty members are volunteers and must be an EACS member in good standing.

Budget

Budget and fundraising fall under the responsibility of the YING Chair, reporting to the EACS Education & Training working group Coordinator.

CHAPTER IV – ACTIVITIES

Core YING activities are:

- · Biennial YING meeting
 - 2-day event with plenary and workshop sessions to bring all YING participants together.
 Geographical location will vary. Usual date will be during the Spring immediately following the biennial EACS conference.
- Preconference YING educational event
 - One/half day event immediately preceding the biennial European AIDS Conference will be organized by YING.
- YIP- YING Innovation Platform
 - YIP aims to establish a durable and accessible online platform to promote the aims of YING – namely excellence in HIV science and care - within the YING network of young investigators in Europe. YIP also aims to facilitate interaction, collaboration, and scientific synergism across Europe.
- EACS Live! Journal Club
 - A monthly one hour live online journal club. The YING faculty is responsible to select, a recent and topical paper (or better still a pre-print) or related groups of papers for discussion. The format may include case-based discussions. A young clinician is nominated to present a summary of the manuscript which is followed by a discussion with an 'expert' group, including a scientist/ clinician familiar with the topic and a statistician.