

Name	Professional Development and Recognition Committee (PD&RC)
Type	Standing Committee of the EARMA Board
Executive Office Support	Emma Lythgoe
Purpose	<p>The Professional Development and Recognition Committee (PD&amp;RC) focuses on three primary areas:</p> <ol style="list-style-type: none"> <li>1. EARMA's Professional Development: Providing recommendations on current and potential professional development opportunities offered by EARMA, ensuring alignment with evolving needs.</li> <li>2. External Professional Development: Advising on external opportunities in comparison to EARMA offerings, aiming to enhance overall quality and relevance.</li> <li>3. Advancing Recognition: Taking actions to elevate the recognition of research management and administration as a dedicated and respected profession.</li> <li>4. In essence, the PD&amp;RC shapes internal professional development, evaluates external opportunities, and works towards advancing the profession's recognition.</li> </ol>
Scope	<ul style="list-style-type: none"> <li>• To keep up to date and advise the Board on worldwide best practices on professional educational offerings within the area of research management and administration. .</li> <li>• To monitor and initiate discussion on professional development policy developments and make recommendations to the Board as appropriate for example the European RM professional development framework to be created within the RM ROADMAP project and the RM career frame to be developed within CARDEA project.</li> <li>• To propose actions to the board to accelerate the recognition of the RMA profession for example to the ongoing activities of relevant ERA policy initiatives, i.e. ERA Action 17 and its successor</li> <li>• To initiate discussion and advise with regards to the RM competence matrixes on the requisite standards of knowledge, skills, experience required by RMAs and the programmes of education and training to be completed by research managers and administrators at all levels for example to the relevant activities and outputs of RM ROADMAP (skill &amp; competence matrix of RM job roles) and CARDEA (RM competence framework).</li> <li>• To suit and evaluate the EARMA professional offerings, programmes and curriculum to the current trends and needs of practitioners.</li> <li>• To promote the EARMA professional offerings and programmes to all stakeholders, with a special regard to institutional leadership by formulating a clear and tailor-made value proposition.</li> </ul>

	<ul style="list-style-type: none"> <li>• To formulate suggestions ensuring the effectiveness and usefulness of the system of review and evaluation of education, training, examinations, accreditation and student assessment.</li> <li>•</li> <li>• Actively engage members, and national RMA-associations when appropriate, around Professional Development and the recognition of the RMA profession.</li> <li>• To promote and support the implementation of the EARMA pilot mentorship programme and contribute to its long-term operation based on the experiences and feedbacks from the first round.</li> <li>• To facilitate the setting up and the operation of alumni at all career levels.</li> </ul>
Authority	The PD&RC is empowered to provide both solicited and unsolicited recommendations and feedback to the EARMA Board. Additionally, the committee is responsible for executing tasks delegated to it by the Board
Meetings	The PD&RC meets as often as required to complete their work but at least on a monthly basis. The majority of the PD&RC meetings will be virtual meetings via web.
Membership	The PD&RC is comprised of a Chair and no more than six other members selected from current EARMA members that applied to the vacant positions. The Board appoints the Chair and members following an annual call for expression of interest from EARMA members. Members may be appointed for a one or two-year term. The Board determines the term of each appointment.
Reporting	The PD&RC should provide regular verbal and written updates for the Board during the year. The Chair of the PD&RC should provide a written report on the committees work for inclusion within the annual report.
Version	12th March 2024
Last Review	Last reviewed on the 12th March 2024. Next review due: February 2025