Role of the Members of the OncologyPRO Working Group - November 2021

General:
- Have overall responsibility for content quality and topics on the OncologyPRO website with special attention in their area of expertise
- Foster new educational resources including: E-Learning and V-Learning activities
- Advise on new sections on OncologyPRO
- Identify and formulate new CME opportunities
- Supervise the relevance and updating of online educational resources
- Advise on improvements to the site including search, usability and structure

E-learning modules
- Agree on a list of topics and authors for the E-Learning Modules with the other Members in their subject area
- Review / feedback / approve the E-Learning presentations when delivered
- Be willing to prepare a Module in their own expertise area, if/when asked

Members will also be expected to act as ambassadors for the website, sharing personal experience and feedback with the ESMO team, and suggesting new areas of development.

General requirements (for E Learning Modules)

We ask the OPWG Members to respond within a timely manner to all requests. Feedback on E-Modules first draft submitted should be given within a maximum of 15 calendar days. Feedback/replies on other issues (authors’ names, general opinions, suggestions) opinion on second, third draft, should be given within a maximum of 7 calendar days.

General requirements for all projects
If a Member is likely to be unavailable for an extended period, he/she should let the OPWG Chair and ESMO Head Office staff know.
If, at any time, a Member is no longer able to fulfil the role, he/she should let the OPWG Chair and ESMO staff know asap.
Individual members may be asked to take on additional specific responsibilities, according to their expertise and availability.

Participation in the Working Group meetings

The Working Group meets twice a year and we ask that you prioritise your attendance at these meetings.