

Post: **Member to sit on the Keeler Scholarship Board of Trustees**

Responsible to: **Chairman of the Keeler Trustees**

Date reviewed: **September 2018**

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## **BACKGROUND**

The Keeler Scholarship was established in 1990 by the generosity of Keeler Ltd. A yearly contribution of £15,000 is given to the Keeler Trust so that, every two years, Trustees are able to award a total of £30,000 to a Keeler Scholar. The Trustees may occasionally choose to divide the award equally between two or more applicants or not award funds if applications are deemed unsuitable.

The Scholarship's aim is to assist the Scholar, for the subsequent benefit of United Kingdom ophthalmology, to study, research or acquire special skills, knowledge or experience at a suitable location in the United Kingdom or elsewhere for a minimum of six months.

The Scholarship is awarded by the Keeler Trustees after interviews with shortlisted applicants. The Keeler Scholarship is administered by the Royal College of Ophthalmologists on behalf of the Keeler Board of Trustees.

## **JOB DESCRIPTION**

Trustee Board members are expected to:

- Score and shortlist applications in compliance with defined criteria;
- Attend every other year the Trustees' meeting and take part in interviews of shortlisted applicants for the Scholarship (normally on same day);
- Liaise with other Trustees and College staff with regards to Keeler Trust business;
- Attend other ad hoc meetings that might be necessary during interval years.

Three members are appointed to the Board of Trustees by The Royal College of Ophthalmologists. The Chairman and one other member are appointed by Keeler Ltd.

The Term of Office is ten years.

**Person Specification:**

<b>REQUIREMENT</b>	<b>ESSENTIAL</b>	<b>DESIRABLE</b>
Consultant Ophthalmologist of at least ten years' standing	Yes	
Up-to-date Equality and Diversity training	Yes	
Experience in evaluation of training opportunities and scientific research projects	Yes	

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