



Role description of EAES Guidelines Committee Systematic Review

Lead

The EAES Guidelines Committee

The EAES Guidelines Committee is aiming to develop evidence-informed, trustworthy, transparent clinical practice guidelines of highest methodological standards. Regular meetings take place during the EAES Winter Meeting and the EAES Annual Congress. The Committee develops an average of 2 rapid guidelines per year. One in-person guideline consensus meeting takes place for the development of each rapid guideline.

Responsibilities and Duties

Systematic Review Leads

- Coordinate 2 systematic reviewers with variable knowledge on systematic review methods to complete one or more systematic reviews per guideline project.
- Monitor execution of the duties of the systematic reviewers, including systematic evidence search, screening, data extraction, and risk of bias assessment; and motivate the completion of their duties.
- Cross check the work of the systematic reviewers, including the systematic evidence search, screening, data extraction, and risk of bias assessment.
- Represent the systematic review team to the steering group, the panel, the statisticians' group, and the external advisors.
- Participate in at least one guideline project per academic year.
- Participate in both meetings of the Committee and in at least one guideline consensus meeting.
- Participate in research projects of the Committee.

Person specification

Systematic Review Leads

- are specialists or trainees in a surgical discipline
- have substantial research experience
- are proficient in the use of RoB-2 and ROBINS-I
- are acquainted with the GRADE methodology for appraisal of the certainty of evidence and guideline development
- have excellent communication and organizational skills
- have good command of spoken and written English
- are able to travel at least 3 times a year to participate in the activities of the Committee.

Applicants who are Level 1 certified (as guideline panel members by the INGUIDE program of the McMaster University and the Guidelines International Network) will be prioritized.

Previous participation in guideline development projects is desired.

Benefits

Systematic Review Leads benefit from:

- participation in a highly active professional scientific body
- network opportunities with researchers across Europe
- gaining experience in guideline development for Level 2 certification as guideline methodologist
- reimbursement of travel and accommodation expenses for the activities of the Committee