

## ILTS Committee Terms of Reference:

### Equality, Diversity & Inclusion (EDI)

Leadership: Chair, Vice-chair (2-year terms)

Responsible council member: selected by the ILTS President

Maximum number of members: 15, excluding trainees, Affiliated-Councilor and advisory roles

#### Key tasks:

The EDI committee aims to strengthen the ILTS commitment to equality, diversity, and inclusion through structured mentoring programs open to ILTS members. We will use our resources and network of collaborators to promote academic and professional development. We will continue our advocacy to ensure equal representation of all genders in ILTS committees and among speakers at ILTS meetings. We aim to facilitate research collaborations between centers on topics regarding gender and diversity in liver transplantation.

#### Key dates:

1. Develop relevant program content for the ILTS Annual Congress: June-September, submit to program chair (President-Elect) by September 30th.
2. Evaluate and score applications received for the ILTS Advancing Equity in Liver Transplantation Award (January)
3. Review online applications for committee membership annually (January-March) and nominate replacements for members expiring in that year. The process as per ILTS Committees Policy is to be completed four weeks before the Annual Congress.
4. Meet at Annual Congress (May-July) to review recent activities and member feedback, discuss council input from the most recent Council Meeting and develop an agenda for the following year.
5. Report twice yearly to ILTS Council: January-February written report for Winter Council Meeting agenda book, May-June written report for Annual Congress Council Meeting agenda book and chair to present in person.

#### Key performance metrics:

1. Satisfactory reports to ILTS Council
2. Participant numbers and feedback re congress events organized by the committee