



The Government wishes to appoint two new specialist members to the spongiform encephalopathy advisory committee (SEAC)

A member with veterinary clinical expertise

A member with veterinary molecular and biochemical expertise

SEAC Membership Details

SEAC holds four to five meetings annually, most are held in London but one meeting per year is held in Scotland, Wales or Northern Ireland. Meetings usually last a full working day and it is anticipated that an equivalent amount of time is required for preparation outside meetings. Additional meetings may arise and some matters are dealt with by correspondence.

Details of SEAC's current membership, the committee's terms of reference and the SEAC Code of Practice may be found at www.seac.gov.uk .

Members are reimbursed travel and accommodation expenses. In addition, remuneration rates for meeting time and preparation are as follows:

SEAC attendance fee	: £129 per meeting
Preparation allowance for 1 day or less	: £33
Preparation allowance for 2 days or more	: £66

Members are appointed for an initial term of up to three years and may be invited to serve a second term of up to three years.

Person Specification

Candidates will be selected on the basis of the three criteria listed below, however greatest weight will be given to the candidates' specialist knowledge, expertise and experience.

Specialist knowledge, expertise and experience

You should have an outstanding track record in your field of expertise and be recognised as a distinguished professional whose advice and views are sought by others. You should have a considerable depth of knowledge of transmissible spongiform encephalopathies and have achieved a position of respect and authority in your scientific institute / society.

Committee skills and experience

You should have relevant previous experience as a member of expert scientific committees and should be able to provide an example of carrying out a representational role.

Personal skills

You should be a team player, you must be reliable and calm under pressure, and you should have good interpersonal skills. You should be able to present arguments logically, clearly and concisely and be able to defend decisions or points of view. You should be able to consider the wider angle and you should be able to identify objectives and be able to guide the committee into finding a way forward in complex situations. You should have relevant experience of dealing with the media. You must be able to make the time and travel commitments that the position of membership demands.

Appointment Process Details

Application forms are available at

<http://www.defra.gov.uk/corporate/regulat/forms/publicap/index.htm>

Interviews are likely to take place in early February 2006 and formal offers of appointment made as soon as possible thereafter.

Reasonable travel expenses for interviews will be reimbursed.

The appointments process will adhere to the Office of the Commissioner for Public Appointments (OCPA) requirements for public appointments. The OCPA Complaints leaflet is available at

<http://www.ocpa.gov.uk/publications/pdf/complaints.pdf>

Completed applications should be sent by post or by email to Kate Richards (SEAC Secretary), SEAC Secretariat, Room 202A, 1A Page Street, London SW1P 4PQ; kate.richards@seac.gsi.gov.uk

The closing date for applications is 9 December 2005

The government is committed to improving the diversity of the boards of its public bodies and welcomes, in particular, applications from members of currently under-represented groups, including women, people from ethnic backgrounds and disabled people. All appointments are made strictly on merit and in accordance with the Commissioner for Public Appointments' guidance on appointments to public bodies.