



IHS Visiting Professors Guidelines / History

Overview

Visiting Professors is an initiative of the IHS Education committee with the aim to send headache specialists as representatives of IHS to attend regional meetings, or teach at a headache centre, in countries that might need or want increased headache education and motivation and where, without financial support, attendance of an international specialist would not be possible.

Meetings/Congresses

IHS will fund two headache specialists to teach at a national or regional meeting/congress. The host country can select topics and suggest at least three specialists who will fit in with their programme. The engagement should comprise at least two lectures and one course/workshop by each specialist. The final decision on the choice of specialists will be made by the IHS Education Committee.

Request requirements

Proposals should be submitted using the application form by any local/regional/national institution or scientific society with an interest in headache. The proposal should include:

- 1) proposed meeting/centre name
- 2) proposed dates
- 3) details of the programme (please attach preliminary programme including proposed faculty)
- 4) estimate of how many delegates will attend
- 5) any specific topic on which the experts are asked to present.

Proposals should be received preferably 3 months in advance of the proposed event.

Each country can apply for a Visiting Professors twice in a 5-year period.

The Visiting Professor

The Visiting Professors should be of appropriate academic standing in his/her home country. IHS will try to fund at least two Visiting Professors per year. An individual can be appointed as Visiting Professor only once every other year, unless there is no other suitable candidate. The maximum is two (2) times per year.

Funding

The value of the funding is GBP 5,500, and should be used to cover the following expenses :

- economy airfare
- transfers
- accommodation
- food and beverage expenses
- other meeting costs

IHS does not pay honoraria to speakers, and the budget proposal should not include an honorarium for the Visiting Professors. The hosting institution is free to pay an honorarium if they wish.

Payment will be made after the event on receipt of the relevant receipts and report. Pre-event funding is possible if needed – please discuss with IHS.

Application review process

The IHS Education committee will review the application and make a final decision.

Applications will be handled on a first-come first-served basis.

After approval

All liaison with the Visiting Professors will be done by the host country.

Reporting

To evaluate the value of the event, the hosting institution is required to ask all participants to complete a short questionnaire to determine their knowledge base on the subjects being presented, before the meeting, and follow this with a second post-meeting questionnaire to determine whether the event has changed the participant's level of knowledge and current practice. This questionnaire could be designed to ask at least one question on every presentation and possibly two questions on group, interactive or case based sessions. Also participants should have an opportunity to assess the venue and the speakers, and provide comments on the programme as to what was good or not, and suggestions for future programmes.

The hosting institution is also required to submit a report after the event to the IHS office within 3 months after the event. This report will be published on the IHS website and in the IHS newsletter.

History of the Visiting Professor programme

Year	Location	Visiting Professor
2012	Chile, Colombia, Morocco	
2013	Dominican Republic, India, Argentina	
2014	Serbia, Dakar-Senegal, Estonia, Brazil	
2015	Bulgaria, Morocco, Azerbaijan, Estonia, Iran, Moldova	
2016	Sri Lanka, Brazil, Bangladesh	
2017	Russia, Iran, Pakistan	
2018	Colombia, Lithuania	
2019	Nepal, Iran, Philippines, Kyrgyz Republic	
2020	Bangladesh, Mexico	
2022	Kenya	Cristina Tassorelli and Manjit Matharu
2022	Moldova	Virtual meeting – IHS leaders/KoLs
2022	Cameroon	David Garcia Azorin and Najib Kissani
2022	Cambodia	Soma Sahai-Srivastava, Rob Cowan, Liza Smirnoff and Ashim Ahuja
2023	Sri Lanka	Fayyaz Ahmed, Tissa Wijeratne
2023	Vietnam	Min Kyung Chu
2023	Laos	Soma Sahai-Srivastava, Liza Smirnoff
2024	Philippines	Rami Burstein