

IMPORTANT NOTICE

- We urge all who are interested in submitting a nomination to attentively read the Call, familiarise themselves with the required documents, nomination procedure and submission mechanism.
- We strongly advise not to wait until the approach of the deadline to submit the Nomination Pack.
- Please bear in mind that incomplete Nomination Packs and documents non-compliant with the Call will not be considered valid and late submissions will not be accepted.
- Submission 72 hours before the closing of the Call does not guarantee EADV Office support.

CALL FOR NOMINATIONS BOARD OF THE REPRESENTATIVES

BOARD MEMBERS 2025-2028

Term of Office starting Autumn 2025 TO THE FELLOW MEMBERS OF THE EADV:

Notice is hereby given that a Call for Nominations for positions on the Board of the Representatives is open as follows:

Austria (1 vacancy), Belgium (1 vacancy), Bulgaria (1 vacancy), Estonia (1 vacancy), Latvia (1 vacancy), Lithuania (1 vacancy), Russian Federation (1 vacancy), Serbia (1 vacancy), Spain (1 vacancy), Sweden (1 vacancy), Ukraine (1 vacancy), United Kingdom (1 vacancy)

Nominations must be submitted to the Secretary General by Monday, 14 July 2025 at 13:00 hrs CEST

Please ensure to submit your Nomination Pack before the deadline.

The official time of submission will be the time recorded by the Call for Nominations module. Submission 72 hours before the closing of the Call does not guarantee EADV Office support.

All potential candidates are requested to carefully read and respect the following instructions:

ELIGIBILITY CRITERIA:

NOMINEE

- Only Fellow Members in good standing and with voting rights are entitled to submit a nomination.
- The nominees must represent the country in which their EADV membership is registered (i.e. registration country stated in the membership application).

ENDORSERS

- Nominees must be proposed and seconded by two EADV Members in good standing and with voting rights who are registered in the same country of the nominee.
- Members of the Executive Committee and Members of the Nomination and Election Monitoring Committee must not endorse (as proposer or seconder) nominees.

NOMINATION PROCEDURE:

Nomination Pack - To be valid, a **Nomination Pack must include:**

1. A complete and signed **acceptance of nomination** (dedicated form);
2. A **short CV (max. two A4 pages)**;
3. Recent head and shoulders **photograph**;
4. A **mission statement (max. 300 words)** – dedicated form);
5. Completed and signed **endorsement forms** (from proposer and seconder – dedicated form);
6. An updated and signed **Conflict of Interest Disclosure Form** (dedicated form);
7. A signed **Codes of Conduct and Behaviour Form** (dedicated form).

What, where and how:

- Instructions, forms and nomination submission information are available on the “**Calls for nominations**” module on the **MyEADV portal** (log into the MyEADV portal and visit: Opportunities → Calls for Nominations)
- **The following forms and relevant instructions are available on the Calls for Nominations module:** Acceptance of Nomination, Mission Statement Form, Endorsement forms from a proposer and seconder, Codes of Conduct and Behaviour Form and Conflict of Interest Disclosure Form (COIDF) (as the COIDF form is part of a nomination procedure, the version available on the nomination module is pre-compiled with “*Nominee for EADV elected positions*” which is the required category – further categories may be added should they correspond to the nominee’s situation).
- We strongly invite all interested in submitting a nomination to become familiar with the nomination procedure and not to wait until the deadline to submit their nomination.
- Submission 72 hours before the closing of the Call does not guarantee EADV Office support.

VERY IMPORTANT NOMINATION AND CANDIDACY INFORMATION

Conduct and Behaviour:

- Codes of Conduct and Behaviour must be observed by candidates at all times;
- All candidates must agree to adhere to the Code of Conduct of the Academy, complete the Conflict of Interest statement of the Academy and adhere to the Rules governing the behaviour of candidates presenting for election as provided for in the bylaws. Failure to do so may invalidate the candidature (from the EADV statutes, article 14).

Nomination and Nomination Pack:

- All forms must be duly filled out and signed to be considered valid;
- All the submitted documents must be in English to be considered valid;
- CVs longer than two A4 pages will not be considered valid;
- Mission statements longer than 300 words will not be accepted;
- Incomplete Nomination Packs and documents non-compliant with the Call will not be considered valid and late submissions will not be accepted;
- The submitted documents should not contain personal sensitive data.

Candidate Profile:

- The names and countries of the candidate, proposer and seconder, as well as the CV, mission statement, photograph and duly filled out and signed Conflict of Interest Disclosure Form of the candidate will be made public to the voters as part of the Candidate Profile.

Term of Office – General Information:

- The term of office of a Board Member is three years with a one-time possibility of re-election.

Submission of the required material is only possible electronically

Please refer to the dedicated nomination submission module on the MyEADV portal

Questions may be addressed to eadvelections@eadv.org

Do not forget:

- **The Call closes on 14 July 2025 at 13:00 hrs CEST;**
- **Please ensure to submit your Nomination Pack before the deadline;**
- **The official time of submission will be the time recorded by the Call for Nominations module;**
- **Submission 72 hours before the closing of the Call does not guarantee EADV Office support.**

All nominations will be subject to approval by the Nomination and Election Monitoring Committee (NEMC).

PRELIMINARY ELECTION INFO

- The election of EADV Board Members will be conducted online, currently planned to be held between August and September 2025. Should this schedule undergo any change, candidates will be informed accordingly.

- The election will be conducted by Civica Election Services (CES), the Academy's longstanding supplier for online votes. The voting system used is safe and confidential.
- Voting EADV Members in good standing from the afore-mentioned countries are eligible to elect their national representatives to the EADV Board. They should ensure: (i) that they are entitled to vote according to the EADV Statutes - <https://eadv.org/about-eadv/statutes/>; and (ii) that their current email address has been correctly submitted to the attention of the EADV Membership Affairs Department - membership@eadv.org.
- Voters will receive voting emails from CES. They should be on the lookout for emails with a CES domain (e.g. @cesvotes.com).

Elections results will be announced as follows:

- To the EADV membership at the Annual General Meeting, scheduled to be held during the EADV Congress in Paris on Friday, 19 September 2025 at 12:30 hrs CEST;
- Candidates will receive official information via email from the Secretary General in the weeks following the 2025 AGM; and
- The names, country and photograph of the elected candidates will be published on the EADV website (for the Academy's privacy regulations see [EADV Privacy Policy](#)).

Useful information related to election procedure and time commitment of Board Members

Second Term Election

Please note that Board Members eligible to stand for second term elections must submit a full nomination just like any other nominee.

Time Commitment and other Practical Information

EADV Board Members represent EADV Members from their country and are expected to connect with the colleagues they represent and to promote the EADV and its activities/events.

Time commitment is low-moderate in comparison to other EADV Leadership/Committee positions. However, Board Members may be called upon by their constituents for endorsement, queries, suggestions, etc. throughout the year.

Every EADV Committee should preferably have at least one member who is also a member of the Board.

Accommodation and travel expenses (within defined limits) as well as registration fee for Symposia and Congresses are taken care of by the Academy.

Board Meetings and other Meetings/Commitments

Board Members exercise their rights and duties by attending the Board Meetings, by expressing their opinion at such meetings and by voting. They are, therefore, expected to be present for the entirety of all regularly scheduled Board Meetings.

The Board usually meets in person twice a year: (i) at the Spring Symposium (usually April/May); and (ii) at the Annual Congress (usually September/October) and Board Members are expected to attend Annual General Meetings.

For additional details, you may wish to check the EADV Statutes, Article 18. Powers, Duties and Procedures of the Board - <https://www.eadv.org/statutes>