

IMPORTANT ADVICE

- We urge all those who are interested in submitting a nomination to attentively read the Call, familiarise themselves with the eligibility criteria, required documents, nomination procedure and submission mechanism.
- We strongly advise not to wait for the closing of the Call to submit your nomination as EADV Office support may not be guaranteed for submissions too close to the deadline.
- 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.

CALL FOR NOMINATIONS COMMITTEE MEMBERS (2025-2029) Term of office starting autumn 2025

Notice is hereby given that Calls for Nominations for the following
Committee Member positions are now open

Committee	Number of vacancies
Communication Committee	3
Ethics Committee	1
Finance Committee	1
Nomination and Election Monitoring Committee	1
Scientific Programming Committee – Eastern Region	1 *See below for eligibility details
Statutes and Development Committee	2

Nominations must be submitted to the Secretary General by Tuesday, 12 August 2025 at 13:00 hrs CEST

The official time of submission will be the time recorded by the Call for Nominations database.

ELIGIBILITY CRITERIA:

NOMINEE

- Fellow Members and International Fellow Members, in good standing and with voting rights, are entitled to submit a nomination and stand for election to these positions.
- *Additional eligibility criteria for Scientific Programming Committee Member - Eastern Region: Armenia, Azerbaijan, Belarus, Bulgaria, Czech Republic, Hungary, Georgia, Poland, Republic of Moldova, Romania, Russian Federation, Slovakia, Ukraine.

ENDORSERS

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

NOMINATION PROCEDURE:

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

1. A completed and signed **acceptance of nomination** (dedicated form);
2. A **short CV (max. two A4 pages)**;
3. A recent head and shoulders **photograph**;
4. Completed and signed **endorsement forms** (from proposer and seconder – dedicated form);
5. An updated and signed **Conflict of Interest Disclosure Form** (dedicated form);
6. 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, 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 those who are interested in submitting a nomination to become familiar with the nomination procedure and not to wait until the deadline to submit a nomination as we cannot guarantee EADV Office support: 72 hours before the closing of the Call and/or when the EADV Headquarters are closed – e.g. during the weekend and/or public holidays.

VERY IMPORTANT NOMINATION AND CANDIDACY INFORMATION:

Conduct, Behaviour and Conflict of Interest Disclosure:

- 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 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;
- 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, photograph and duly filled out and signed Conflict of Interest Disclosure Form will be made public to the voters as part of the Candidate Profile – EADV Imprint and Privacy Policy: <https://eadv.org/privacy-policy/>.

Term of office:

- The term of office of a Committee Member is four years;
- The term of office of the elected candidate will become effective following this year’s autumn Board Meeting and Annual General Meeting (scheduled to be held in Paris in September 2025);
- The Secretary General will provide relevant official communications to the elected candidates.

Committees and Board Members:

- As provided for in Committee Bylaws, each Committee should preferably have at least one member who is also a member of the Board.

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 Tuesday, 12 August 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;**
- **We are not in a position to guarantee office support in case of submissions:**
 - **72 hours before the closing of the Call;**
 - **When the EADV Headquarters are closed – e.g. during the weekend and/or public holidays.**

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

PRELIMINARY ELECTION INFO

- The election of EADV Committee Members will be conducted online, currently planned to be held in September 2025. Should this schedule undergo any changes, all candidates will be informed accordingly.
- The elections will be conducted by Civica Election Services (CES), the Academy's longstanding supplier for online votes. The voting system used is safe and confidential.
- Additional details in relation to the election process will be communicated to the nominees upon nomination approval.
- Electorate – The Committee Members are elected by the EADV Board Members.
- Voters will receive voting emails from CES. They should be on the lookout for emails with a CES domain (e.g. @cesvotes.com).

Election results will be announced as follows:

- To the EADV Board Members at the 68th Board Meeting scheduled to be held during the EADV Congress in Paris on Tuesday, 16 September 2025;
- To the EADV membership at the Annual General Meeting (AGM), scheduled to be held during the EADV Congress in Paris on Friday, 19 September 2025 at 12:30 hrs CEST;
- Candidates will receive official letters via email from the Secretary General in the weeks following the AGM; and
- The name and country of the elected candidate will be published on the EADV website following the relevant start of the term of office (for the Academy's privacy regulations see [EADV Privacy Policy](#)).

Time commitment of Committee Members and other Practical Information

The maximum term of office of each Committee Member is 4 years. A Committee Member cannot be re-elected as a member of that same Committee after 4 years in office, but in exceptional circumstances the Board may request a member to extend their term of office on a Committee for a period up to a maximum of 2 further years. A Committee Member who has served 4 years (or more) as a member of a Committee is eligible to stand for election as Chairperson of that Committee when such a vacancy arises.

Any member elected to serve on a Committee either as a member or as Chairperson will be notified accordingly by the Secretary General who will inform that individual of the Tasks of the Committee, the members of the Committee and their election dates, and a copy of the previous Report of that Committee.

The Tasks of each Committee shall be defined by the Board and Committees' adherence to these tasks will be monitored by the Executive Committee (EC). No committee is entitled to deliberate as a body on matters outside their defined tasks.

The Business of Committees is limited to the defined tasks and shall normally be conducted in person at meetings, by mail or other appropriate long-distance communications method.

Any Committee Member who fails to attend in person in 3 consecutive committee meetings and gives no valid reason in the opinion of the EC for not attending shall be deemed to have resigned from the committee and his position will be opened to another member of the Academy.

Committee Members attending committee meetings held at Symposia and Congresses will receive free registration.

For additional information nominees may also consult the EADV Statutes, which are published on the EADV website - <https://www.eadv.org/statutes>

Prof. Carmen Salavastru
EADV Secretary General, 2021-2025

15 July 2025