

IMPORTANT NOTICE

- 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 NOMINATION EADV TREASURER-ELECT (2025-2027) Term of office starting autumn 2025 Automatically becoming Treasurer 2027-2031

TO THE FELLOW MEMBERS OF THE EADV:
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

- Only Fellow Members in good standing and with voting rights are entitled to submit a nomination.

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. A **position 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, Position 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 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, the position statement, the photograph and the 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 the Treasurer-Elect is two years, after which the Treasurer-Elect automatically becomes Treasurer;
- The term of office of the Treasurer is four years;
- Resulting in an overall total of six years.

In accordance with the EADV Statutes, the Board may dismiss the Treasurer-Elect and/or Treasurer.

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 database;**
- **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 the EADV Treasurer-Elect 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 Treasurer-Elect is 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;
- The candidates will receive official letters via email from the Secretary General in the weeks following the AGM; and
- The name, country and photograph 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](#)).

THE TREASURER-ELECT – ROLE, RESPONSIBILITIES, TASKS & DUTIES

- The Treasurer-Elect assists the Treasurer.
- Will automatically become Treasurer upon the conclusion of the term of the incumbent Treasurer.
- The Treasurer-Elect is a member of the Executive Committee (EC) with full EC Member rights and duties and is consequently expected to attend EC Meetings (approximately one EC Meeting per month in-person or via videoconference).
- As EC Member, the Treasurer-Elect is expected to attend Board Meetings (twice per year) and Annual General Meetings (once per year).
- Upon the start of the second year of term, the Treasurer-Elect may be invited to attend additional meetings, e.g. EC Business Meetings and other informal meetings with President, Secretary General, Treasurer and CEO, and/or flank the Treasurer at meetings with the Finance Committee or other Committees/other elected leadership members.

As an elected position, the Treasurer-Elect is contemplated in the following articles of the EADV Statutes:

- Article 18. - Powers Duties and Procedures of the Board
- Article 22. - Duration of Office

As a full EC Member, the Treasurer-Elect is generally considered in the following Statutes articles that address and/or relate to the EC: 9bis. Bodies of the Academy; 19. Powers, Duties and Procedures of the Executive Committee; 23. Legal Proceedings; 26. General Provisions; 27. Transitional Provisions.

THE TREASURER – ROLE, RESPONSIBILITIES, TASKS AND DUTIES

The Treasurer-Elect is expected to automatically become Treasurer. Consequently, nominees are invited to note the following:

- The Treasurer manages the finances of the Academy.
- The Treasurer is a member of the Executive Committee (EC), with full EC Member rights and duties and is consequently expected to attend EC Meetings.
- The Treasurer is expected to attend Board Meetings and to present reports to the Board for approval.
- The Treasurer is expected to attend Annual General Meetings and present reports to the EADV Members for information.
- Statutes article 21. Accounts: At the end of each financial year the Treasurer with the advice and guidance of the Academy's accountants (and if he/she wishes the Finance Committee) shall draw up the annual accounts for the expiring year and the budget for the following year for consideration by the Board, and ensure that the accounts of the Academy are submitted to the Auditors, appointed by the Board, in good time.
- The Treasurer is an ex-officio member of all EADV Committees (together with the President, President-Elect, Immediate Past-President and Secretary General).
- EADV Office support will be provided to the Treasurer by the EADV Members of Staff (more specifically: CEO, Finance Director and Finance and Controlling Department).

As an elected position, the Treasurer is contemplated in the following articles of the EADV Statutes:

- Article 12. – Proceedings at General Meetings
- Article 18. - Powers Duties and Procedures of the Board
- Article 21. - Accounts

- Article 22. - Duration of Office

As a full EC Member, the Treasurer is generally considered in the following Statutes articles that address and/or relate to the EC: 9bis. Bodies of the Academy; 19. Powers, Duties and Procedures of the Executive Committee; 23. Legal Proceedings; 26. General Provisions; 27. Transitional Provisions.

The EADV Statutes are published on the EADV website - <https://www.eadv.org/statutes>

Prof. Carmen Salavastru
EADV Secretary General, 2021-2025

15 July 2025