

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 is not 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.

BOARD REPRESENTATIVES TO THE EXECUTIVE COMMITTEE TERM OF OFFICE 2026–2028 Term of Office starting Autumn 2026

TO THE EADV BOARD MEMBERS:

Notice is hereby given that **two positions** as
Board Representative to the Executive Committee (EC) are open.

**Nominations must be submitted to the Secretary General by
28 August 2026 at 13:00 hrs CEST**

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

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

ELIGIBILITY CRITERIA:

NOMINEE

- Only Board Members in good standing and with voting rights are entitled to stand for election.
- International Board Members are not eligible as Executive Committee Members (EADV Statutes article 5, paragraph E.(2)). Consequently, they are not eligible to submit a nomination for this position.
- Board Members from the following countries that are already represented on the EC are not eligible to submit a nomination and stand for this election: Belgium; Croatia; France; The Netherlands; and Portugal.

ENDORSERS

- Nominees must be endorsed by two Board 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 nominees.

NOMINATION PROCEDURE:

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. A recent head and shoulders **photograph**;
4. A **Mission Statement – max. 300 words** (dedicated form);
5. Endorsement by two Board Members (through the dedicated **Endorsement 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 - <https://myeadv.org>;
- The following forms and relevant instructions are available on the Calls for Nominations module: **Acceptance of Nomination, Position Statement Form, Endorsement Forms, 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 – should the nominee already hold one or more positions, these can be added to the form by using the appropriate boxes;
- The date of nomination forms is automatically generated by the form and has to be relevant to this Call’s period – forms from previous nomination submissions will not be considered valid;
- Submission 72 hours before the closing of the Call does not guarantee EADV Office support;
- All email exchanges related to your nomination will be sent to the email address provided to the Academy as part of your membership profile. Consequently, please ensure it is up-to-date and valid.

NOMINATION AND CANDIDACY INFORMATION

Conduct, Behaviour and Conflict of Interest Statement:

- 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.

Nomination and Nomination Pack:

- All forms must be duly filled out, signed and must relate to the period of this Call;
- All the submitted documents must be in English, the Academy’s official language;
- CVs longer than two A4 pages will not be considered;
- Mission Statements must be on the dedicated EADV form and cannot exceed 300 words;
- The submitted documents (e.g. CV) should not contain personal sensitive data;
- The head and shoulders photo submitted as part of the Nomination Pack will be used for the Candidate Profile and for any other eventual nomination/election-related process;
- Incomplete Nomination Packs and documents non-compliant with the Call will not be considered valid and late submissions will not be accepted.

The Nomination and Election Monitoring Committee:

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

Candidate Profile:

- Nomination documents are received and processed by authorised EADV staff members, by the Secretary General and by the NEMC.
- Following the confirmation of candidacy: the names and countries of the candidate and the two endorsers, as well as the CV, Mission Statement, Conflict of Interest Disclosure Form and photo of the candidate will be made public to the voters (i.e. Candidate Profile).

Information on retention policy for nomination/candidacy documents and for other privacy policies visit the Academy’s website: <https://eadv.org/about-eadv/nominations-and-elections/#privacy>.

Term of Office:

- The term of office for this position is a single two-year term without possibility for re-election;
- The term of office of the elected candidates will become effective immediately after the 70th Board Meeting (currently scheduled to be held in Vienna on 29 September 2026);

- Elected candidates whose term of office as Board Member expires during their mandate on the Executive Committee, will continue to remain Board Representative to the EC until the conclusion of this mandate.

**For the submission of the required material,
please refer to the previously mentioned nomination submission module
available on the MyEADV portal**

Questions may be addressed to eadvelections@eadv.org

Do not forget:

- **The Call closes on 28 August 2026 at 13:00 hrs CEST;**
- **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.**

PRELIMINARY ELECTION INFORMATION

- The election of the Board Representatives to the EC is planned to be held during the 70th Board Meeting, currently scheduled to take place in Vienna on 29 September 2026 - should this schedule undergo any change, candidates will be informed accordingly.
- The election will be by secret ballot after each candidate has been allowed 5 minutes to address the meeting (i.e. Board Meeting).
- The electorate is the EADV Board Members.
- Eventual further details concerning the candidacy and/or election, will be communicated upon the confirmation of candidacy.
- Upon the start of the term of office (autumn 2026), the name, country and photograph of the elected candidates will be published on the EADV website – EADV Leadership and Committees page – [Leadership, Board Members, and Committees | eadv.org](https://www.eadv.org/leadership-board-members-and-committees) (for the Academy's privacy regulations see [EADV Privacy Policy](#)).

USEFUL INFORMATION RELATED TO THE POSITION AND RELEVANT TIME COMMITMENT

Time commitment increases in comparison to that of Board Members:

- In addition to Board Meetings and Annual General Meetings, Board Representatives to the EC are expected to attend EC Meetings. Consequently, traveling with a certain regularity to Lugano, Switzerland, where the EADV Headquarters are located, and/or wherever the EC Meeting has been called).
- EC Meetings may, from time to time, also be held as videoconferences (in-person meetings remaining the preferred set-up).

Board Representatives to the EC are entitled to attend EC Meetings as EC Members with full voting entitlements.

The EC will appoint one of the two elected Board Representatives to the EC as EADV Observer on the UEMS-EBDV Board.

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

Prof. Margarida Gonçalves
EADV Secretary General

29 July 2026