

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 CHAIRS-ELECT (2026-2027) Term of office starting: Autumn 2026

TO THE FELLOW MEMBERS OF THE EADV:

Notice is hereby given that a Call for Nominations for the following
Committee Chair-Elect positions is now open:

Committee	Number of vacancies
Honours and Awards Committee Chair-Elect	1
Nomination and Election Monitoring Committee Chair-Elect	1 *See below for eligibility details
Statutes and Development Committee Chair-Elect	1

Nominations must be submitted to the Secretary General by Thursday, 3 September 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

- Fellow Members in good standing and with voting rights are entitled to submit a nomination (other membership categories are not eligible to submit a nomination for these positions).
- *Additional eligibility criteria for the Nomination and Election Monitoring Committee Chair-Elect: As per EADV Bylaws: Only Past Presidents or Past Officers of EADV not currently in office are entitled to submit a nomination.

ENDORSERS

- Nominees must be endorsed by two EADV 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:

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** (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 <https://myeadv.org>**.
- **The following forms and relevant instructions are available on the Calls for Nominations module:** Acceptance of Nomination, Mission Statement Form, Endorsement Forms from two endorsers, 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 nominations submissions will not be considered valid;
- 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;
- 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 valid;
- 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 the online ballot, as well as 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.

Nomination and Election Monitoring Committee:

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

Nomination Documents and Candidate Profile:

- Nomination documents are received and processed by authorised EADV staff members, by the Secretary General and by the NEMC.

- Following the closing of the Calls, the confirmation of candidacy, and during the election procedure:
 - The names and countries of the candidate, the two endorsers, 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;
 - Any eventual further use by the Academy or by the online election supplier of other material/documents provided by the nominees for the purpose of the election procedure (e.g. photo), will be preceded by relevant notification from the EADV to the candidates.

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

Term of Office:

- The term of office of a Committee Chair-Elect is of one (1) year, working side-by-side with the incumbent Committee Chairperson, becoming familiar with all relevant tasks, duties, and procedures;
- The Committee Chair-Elect will automatically become Committee Chair for a term of four years;
- The term of office of the elected candidates is scheduled to start in the of Autumn 2026, following this year's autumn Board Meeting and Annual General Meeting (AGM), scheduled to be held during the EADV Congress in Vienna on Friday, 2 October 2026 at 12:30 hrs CEST.

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

Questions may be addressed to eadvelections@eadv.org

Do not forget:

- **The Call closes on Thursday, 3 September 2026 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.**

PRELIMINARY ELECTION INFORMATION

- The election of EADV Committee Chair-Elect will be conducted online, currently planned to be held in September 2026. 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.
- Additional details in relation to the election process will be communicated to the nominees upon nomination approval.
- EADV Committee Chairs-Elect are elected by the EADV Board Members.
- Voters will receive voting emails from CES - with a CES domain (e.g. @cesvotes.com). They should ensure that their current email address has been correctly submitted to the attention of the EADV Membership Affairs Department - membership@eadv.org.

Election results will be announced as follows:

- To EADV Board Members at the 70th Board Meeting scheduled to be held during the EADV Congress in Vienna on Tuesday, 28 September 2026;
- To the EADV membership at the 2026 AGM;
- Candidates will receive official letters via email from the Secretary General in the weeks following the AGM; and
- Upon the start of the term of office (autumn 2026) the names and country of the elected candidate will be published on the EADV website – <https://eadv.org/about-eadv/leadership-and-committees/> (for the Academy's privacy regulations see [EADV Privacy Policy](#)).

USEFUL INFORMATION RELATED TO COMMITTEE CHAIR ACTIVITIES AND TIME COMMITMENT

- Members elected to serve as Committee Chairs-Elect will be notified accordingly by the Secretary General who will ensure to connect them with the Chair and/or Administrative Support of that Committee, and to be informed about the tasks, duties and activities of the Committee.
- The tasks of each Committee shall be defined by the Board. 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 communication methods.

Upon the start of the term as Chair:

- Committee meetings are called and chaired by the Committee Chair and normally held twice a year during the Spring Symposium and Annual Congress.
- Committees report to the Board of the Representatives. Consequently, the Chair is required to attend Board Meetings and present, at least once a year, a written (and if requested oral) report to the Board for formal approval.
- The Executive Committee may, from time to time, request the Chair of a Committee to present an update of their work.
- All extraordinary requests, such as additional committee meetings, participation of Invited Guests at Committee meetings (e.g. external consultants), etc. need prior approval by the Executive Committee and specifically by the Treasurer.
- Each Committee receives administrative support from an EADV Staff Member.
- Committee Chairs are considered prominent members of the Academy and are expected to attend Board Meetings and Annual General Meetings receiving waived Symposia and Congress registration, accommodation, travel reimbursement and invitation to the President's Dinner (on the basis of relevant EADV bylaws and financial regulations).

Prof. Margarida Gonçalo
EADV Secretary General

6 August 2026