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UEG Elections 2017

Job Description and personal requirements of the position of Member of the National Societies Committee

Role and activities of the National Societies Committee

The remit of the National Societies Committee is to maximise communication and strengthen relationships between UEG's National Society Members and UEG. National Societies Committee members have a particular interest in the advancement of GI related matters in all countries of Europe and the Mediterranean Area, and in ensuring that the voice of National Societies is represented across all UEG initiatives and structures. They maintain a good two-way communication with their own Society and the National Societies Forum, and foster communication between all of UEG's National and Ordinary Member Societies, functionaries, and other stakeholders. The National Societies Committee has also been assigned to coordinate UEG tasks with regard to clinical practice guidelines, standards and services as defined by UEG Council in the UEG Strategic Plan 2015-2018. Through cross-representation on other UEG committees, the National Societies Committee also oversees and regularly evaluates schemes that support National Societies and individual gastroenterologists in their professional and scientific activities, and in their educational careers. The Committee is also responsible for advising and directing the Young Talent Group in their efforts to make UEG and UEG Week initiatives more accessible and attractive for young gastroenterologists.

Person specification

Candidates shall have broad experience in gastroenterology and related fields and have good organizational and leadership skills. Candidates must be able to demonstrate commitment to the aims of the NSC and be able to devote time to the NSC. A previous position in a UEG National Member Society is not essential, although experience in committee work is highly desirable. Young colleagues, such as Rising Stars are welcome to apply for a NSC post, thereby continuing their engagement with European gastroenterology. The eight-member NSC is aiming towards a balanced committee membership with representation from at least six different National Societies and with at least two members representing two separate National Societies from Eastern Europe.

Given the current composition of the National Societies Committee, for this round of elections we look for candidates with interest and experience in devising scientific meetings.

A detailed account how these requirements and specifications will be fulfilled by the candidate must be given in the mission statement. We recommend limiting your statement to max. 200 words.

Responsibilities would include:

- maintaining good two-way communication with his/her National Society
- developing future strategies and activities for the NSC
- assuming specific project responsibilities within the National Societies Committee
- cross-representation on other UEG committees

- preparing for committee meetings in conjunction with the UEG Administrative Office.
- attending committee meetings, telephone conferences and meetings of the National Societies Forum

Volunteer commitment

All members of the NSC should be prepared to commit a significant amount of time to committee work. Candidates have to attend two to three committee meetings and two National Societies Fora each year. The chair may convene additional meetings during the year. Personal meeting attendance is mandatory.

Term of office

The term of office for this position will be from January 1, 2018, until December 31, 2021.

How to apply

Interested colleagues are requested to seek support from a relevant society for their application and to use the online application form.

Deadline for applications: September 22, 2017.

UEG actively promotes equality throughout our organisation and activities, particularly with regard to gender, race and nationality. Candidates from underrepresented groups, in particular women, are encouraged to apply.

For further information, we recommend that candidates view the [Strategic Plan 2015-2018](#), the [Statutes](#) and [Rules of Procedure for Committee Membership](#).