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UEG Elections 2017

Job Description and personal requirements of the position of Chair of the Education Committee

(the Chair Elect for this position will be elected on occasion of UEG Week
Barcelona 2017 to allow efficient handover)

I. Role of the Chair of the Education Committee

UEG is devoted to improving the prevention and care of digestive health in Europe through, among others, delivering cutting-edge education, providing high quality and multidisciplinary on-site and on-line training and supporting innovative educational projects and initiatives.

Tasks of the Education Committee:

- To organise and fund meetings and other activities outside UEG Week to promote and support collaboration and interdisciplinarity across Europe. In particular to support collaborative efforts between national societies and between specialist societies
- To develop UEG Education online in close conjunction with its users to make it the premier source in the world for online education in digestive health
- To maintain and further develop an evolving and up-to-date E-learning library covering all major topics in digestive health based on the established structure of the Blue Book or any successor
- To support training through specialist courses for different target groups, carefully coordinated with the Postgraduate Course at UEG Week (whose programme is set by the Scientific Committee) and using the best educational models and an evidence-based approach
- To support the development and integration of basic and early translational science through workshops and training
- To develop an integrated strategy and closer working links with European bodies working in the area of professional training and accreditation
- To integrate the many training opportunities we offer into a European syllabus, to provide evidence of participation and/or completion and to consider development of assessment

To fulfil these tasks, the Education Committee carries out its well established activities and reviews underlying concepts on a regular basis. A professional e-learning team, consisting of a lead web editor, co-editors and a designated project manager in the Administrative Office, works daily on Education online. The elected Chair of the Education Committee should be willing to think beyond traditional teaching methods to broaden the educational offer of UEG by developing innovative new learning formats which utilise the advances in digital technology and social media.

The Education Committee Chair's role is to lead the Education Committee and the E-learning Team, as well as to report to Council and the Meeting of Members and to attend Executive Committee meetings upon invitation to agree on strategic directions.

The Chair is in frequent communication with the Administrative Office, chairs meetings and telephone conferences, and maintains and encourages active contribution from committee members.

The Chair of the Education Committee is a member of UEG Council and through this role fulfils the responsibilities of Council Members as defined by Article 12 of the UEG Statutes.

II. Required knowledge, qualification and experience

The candidate must

1. have a medical degree in Gastroenterology and/or Hepatology.
2. have profound experience and a track record in medical GI education and training.
3. have great expertise and interest in supervising online content development, based on a good understanding of technical progress and the increasing digitalisation in a mobile world.
4. be able to demonstrate strategic and diplomatic leadership skills, and the ability to work across organisational and cultural boundaries within budget.
5. provide evidence of qualification and expertise.
6. maintain good relationships with UEG member societies, functionaries, and other stakeholders.

A detailed account how each of these six requirements will be fulfilled by the candidate must be given in the mission statement (refer to each specific numbered point above). Please limit your statement to three A4 pages or less.

Furthermore, the position of Chair of the UEG Education Committee requires a very good command of spoken and written English.

III. Volunteer commitment

The Chair must attend at least two committee meetings a year, attend and report during three Council meetings and one Meeting of Members and other business meetings or telephone conferences. Most importantly, the candidate must be capable and willing to dedicate a substantial amount of time to this position, even though it is on volunteer basis. This includes regular interaction with the UEG Administrative Office.

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IV. Term of office

Following Article 11 of the UEG statutes, Chairs of the Committees are elected already one year before the term of their predecessor ends to allow a smooth handover of business. The total term for this position starts January 1, 2018 and ends December 31, 2022. The Chair Elect will assist the currently serving Chair in his task to guide and lead the Committee for one year, for the period of January 1, 2018 to December 31, 2018.

The appointee will then become Chair of the Education Committee after the current Chair of the Education Committee completes his term of office (December 31, 2018) and will then start his/her regular four years term of office on January 1, 2019 to December 31, 2022 as Chair of the Education Committee, including seat on UEG Council.

V. How to apply

The right to nominate candidates for eligible Council positions remains with UEG Member societies, including both specialist and national societies. 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

Mandatory documents for upload with the online application:

- Mission statement (max. three A4 pages):
 - o Including a detailed account how each of the six requirements (see II) above) will be fulfilled by the candidate (refer to particular bullet point)
- One page A4 Curriculum Vitae
- Supporting letter from a UEG Member Society

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](#).