



BUILDING COMMUNITIES

Final Call for Nominations for Directorships AGM 2017

including [Questions and Answers](#)

15th March 2017

Initial Call for Nominations: AGM 2016

Election of Directors to take place: AGM 2017

Start Date for new Directorships: 1st January 2018

Nomination deadline for all Directorships: **30th April 2017**

Introduction

Following the (provisional) updating of our statutes we are now searching for the first of the new Directors to join us in leading FEMS to becoming an internationally recognised organisation with influence at the European level. Please find below a general description of the function of all FEMS Directors, and an overview of the key roles and qualifications of the current vacancies.

General requirements for all Directors

- Sufficient commitment to the role, estimated at approximately **5-10% FTE** (full-time equivalent) and predominantly comprising attendance at the Congress (in a Congress year) and meetings of the Board of Directors, Council, and any sub-committees of the Board of Directors.
- Willingness and capacity to contribute to the administrative aspects of the relevant portfolio(s)
- Good networking skills and political and cultural sensitivity
- Competence in chairing and reporting
- An open, forward-looking approach to microbiology research and related professions
- Collegiate and professional attitude, ability to work across cultural, sectoral and professional boundaries and ability to retain an oversight (non-executive) function in relation to the Company's operations
- Desire to work in a cross-disciplinary, cross-sectoral and cross-cultural environment in a spirit of mutual respect and collaboration

Specific requirements for vacant Directorships

Directorship	Remit	Desired qualifications
<p>Events and Internationalisation A high-profile research professional with a substantial, cross-sector network and significant experience in organising conferences, workshops or other events.</p>	<ul style="list-style-type: none"> • Lead/oversee any sub-committees relating to the development of FEMS' Internationalisation strategy • Maintain oversight of the FEMS Internationalisation activities and Events programme • Actively contribute to organisation of events in collaboration with the Congress Chair and Member Societies/events partnerships 	<ul style="list-style-type: none"> • Recognised international research record and track record in organising events • Track record in leadership and diplomacy particularly of highly diverse, cross-cultural teams • Extensive cross-sector network among microbiology professionals
<p>Education and Public Understanding of Science (PUS) A recognised teaching professional or science communicator with good standing in the academic, teaching and/or communication sectors.</p>	<ul style="list-style-type: none"> • Lead/oversee any subcommittees relating to the development of the education and PUS strategies • Maintain oversight of the FEMS Education and PUS activities 	<ul style="list-style-type: none"> • Recognised international research record and track record in Education research/advocacy • Extensive cross-sector network ideally across different education sectors (primary-tertiary and professional development)

Directorship	Remit	Desired qualifications
	<ul style="list-style-type: none"> • Actively contribute to network/partnership development in Education, professional development and public understanding of science 	<ul style="list-style-type: none"> • Familiarity with educational opportunities, including funding, at the EU level • Track record in bringing in international funding for educational research and/or network building
<p>Research and Publications A high-profile research professional with international standing and significant experience in leading academic editorial teams.</p>	<ul style="list-style-type: none"> • Lead/oversee any subcommittees relating to the development of the Research strategy • Maintain oversight of journal performance and intervene, in collaboration with the FEMS staff, to resolve problems particularly relating to journal editorial and publishing matters • Actively contribute to FEMS activities, such as the publishing workshop at the Congress 	<ul style="list-style-type: none"> • Recognised international research record and track record in improving journal and editorial board performance • Extensive cross-sector network, ideally across sectors (academia, policy, industry) • ≥5 years experience as an Editor-in-Chief leading the editorial board of a (minimum Q3) ISI-listed journal

Questions and Answers: nomination procedure for Directorships and Election Committee (2018 – 2020)

Question	Answer
How can I nominate someone for a Director vacancy?	<p>The current nomination process is as outlined in Article 7 of our existing Standing Orders on Company Administration and must include:</p> <ul style="list-style-type: none"> • a nomination statement (from the nominating Society) • a motivation letter (from the nominee) • a brief curriculum vitae of the nominee
To whom should the nomination be addressed?	Please send all nominations for Directorships and positions on the Election Committee to fems@fems-microbiology.org with the subject header: FEMS NOMINATIONS: (FAO Stefano Donadio)
What is the nomination deadline?	30 April 2017
I am interested in getting nominated, what do I need to do?	<p>You can express your interest in nomination by contacting the Delegate of your FEMS Member Society. You can find a list of FEMS Member Societies and their FEMS Delegates here. To complete your nomination, the Society will require from you:</p> <ul style="list-style-type: none"> • your motivation letter • your brief curriculum vitae
I have sent in a nomination, but it is not complete. What do I need to do?	<p>We will inform you if your nomination is incomplete or not valid. You can send the remaining items of the required documents/statements to fems@fems-microbiology.org with the subject header: FEMS NOMINATIONS: (FAO Stefano Donadio), deadline 30 April 2017:</p> <ul style="list-style-type: none"> • a nomination statement (from the nominating Society) • a motivation letter (from the nominee) • a brief curriculum vitae of the nominee