

## EuSSAB Council Member

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| <b>Role:</b>          | EuSSAB Council Chair  | EuSSAB Council Member |
| <b>Reporting to:</b>  | ExCom   | EuSSAB Council Chair  |
| <b>Term:</b>          | Single term of three years  |                       |
| <b>From:</b>          | 1 November  |                       |
| <b>To:</b>            | 31 October  |                       |
| <b>Staff support:</b> | Director of Meetings & Operations / Manager Meetings & Operations |                       |

| Chair EuSSAB Council  | EuSSAB Council Member   |
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| <b>Responsibilities</b>   |   |
| <ul style="list-style-type: none"> <li>Lead the EuSSAB Council</li> <li>Develop goals and objectives for EuSSAB in line with EUROSPINE Vision and Mission</li> <li>Ensure succession planning</li> <li>Define task distribution among committee members</li> </ul>  | <ul style="list-style-type: none"> <li>Implement EUROSPINE guidelines and policies</li> <li>Ensure usage of EUROSPINE brand is correctly managed at all times</li> <li>Ensure appropriate and timely communication with related staff support</li> </ul>  |
| <b>Requirements</b>   |   |
| <ul style="list-style-type: none"> <li>Have a commitment to EUROSPINE'S mission, vision and goals (strategic plan)</li> <li>Have a strong interest in working on the advancement of the Society</li> <li>Willing and committed to devote the necessary time to EUROSPINE</li> <li>Highly motivated</li> <li>Fluent English</li> </ul> |   |
| <b>Eligibility</b>  |   |
| <ul style="list-style-type: none"> <li>Former member of the EuSSAB Council</li> </ul>   | <ul style="list-style-type: none"> <li>EUROSPINE Standard or Premium Member</li> <li>Candidates can apply by themselves or be proposed by another member</li> <li>Committee and chair have priority right in choosing new members</li> <li>Candidates can be nominated but need to hand in full requested documentation</li> <li>Conflict of interests must be mentioned together with the application documentation</li> </ul> |
| <b>Duties</b>   |   |
| Responsibilities include: <ul style="list-style-type: none"> <li>Guiding the EuSSAB Council to achieve its goals and objectives in line with the EUROSPINE Vision and Mission</li> <li>Fostering active engagement with the EuSSAB National Representatives member societies</li> </ul>   | Responsibilities include: <ul style="list-style-type: none"> <li>Ensuring that allocated tasks are executed on time and requesting support if required.</li> <li>Proposing ideas on how to strengthen the engagement of the National</li> </ul>   |

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| <ul style="list-style-type: none"> <li>• Organising at least two Open Update Calls per year, including a scientific topic and an update on EUROSPINE activities</li> <li>• Facilitating the National Representative meeting and dinner at the EUROSPINE Annual Meeting</li> <li>• Organising the EuSSAB award-winning lecture at the Annual Meeting</li> <li>• Continuing the development of the EUROSPINE winners in spine project</li> <li>• Serving as a member of the International Cooperation taskforce</li> <li>• Conducting regular council calls</li> <li>• Overseeing and approving all activities to promote EuSSAB and leveraging EUROSPINE activities.</li> <li>• Serving as a bridge between ExCom and the National Representatives on topics that need to be distributed in the community.</li> <li>• Cooperate closely with EUROSPINE staff for support in the activities</li> </ul> | <p>Member Societies and discussing these at the Council Call.</p> <ul style="list-style-type: none"> <li>• Attending the Council Calls and Open Update Calls.</li> <li>• Preparing to review applications for the EuSSAB Award Winning Lectures, in case that too many applications are received.</li> </ul> |
| <ul style="list-style-type: none"> <li>• Answer e-mails within 48 hours</li> <li>• Advise EUROSPINE staff in case of vacation or absence and appoint a deputy accordingly</li> </ul>   |  |
| <h3>Meetings</h3>  |  |
| <ul style="list-style-type: none"> <li>• The Chair and Members are respectfully requested to attend the EUROSPINE Annual Meeting and the National Representative Meeting, which is to be held there.</li> <li>• The Chair may be requested to attend the National Meeting of the EUROSPINE winners in spine project.</li> <li>• Online Council Calls and Open Update Calls will be held.</li> </ul>  |  |
| <h3>Benefits</h3>  |  |
| <ul style="list-style-type: none"> <li>• Free registration to the Annual Meeting<br/>---Subject to the society's financial situation---</li> </ul>   |  |