



European Society of Intensive Care Medicine

ESICM Job Descriptions for ESICM Officers

Title	Version	
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	<i>Function</i>	<i>Name</i>	<i>Date</i>	<i>Signature</i>
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Description

This document contains the job descriptions for ESICM officers to be elected.

Used Abbreviations

CoBaTrICE	Competency-based training in Intensive Care in Europe
CPD	Continuous professional development
CC	Congress Committee
EBICM	European Board of Intensive Care Medicine
EC	Executive Committee
EDEC	European Diploma in Intensive Care EchoCardiography
EDIC	European Diploma in Intensive Care
ESICM	European Society of Intensive Care Medicine
ETC	Education and Training Committee
GA	General Assembly
ICM	Intensive Care Medicine
IOI	Internal Operating Instructions
ME	Mandatory Elect
MJCICM	Multidisciplinary Joint Committee for Intensive Care Medicine
N&AHP	Nurses and Allied Healthcare Professionals
SOP	Standard Operating Procedure
UEMS	European Union of Medical Specialists

Further applicable Documents

- Statutes of the ESICM
- General SOPs of the ESICM

Responsibility

For the content: The Secretary of the ESICM.

For the implementation: The President of the ESICM on behalf of the Executive Committee

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Prerequisites for candidates for official ESICM positions

1. Candidates can only apply for one position in the Society. It is not possible to hold two simultaneous positions within the Society.
2. Members of the Executive Committee, Chairs of Committee or Sub-Committee and Section Chairs must have completed their current term of office before applying for a new position within the Society, i.e. they may not stand for election before the General Assembly at the end of their mandate.
Any other elected member may stand as a candidate for a new position in the same year as his or her current term of office ends, i.e. he or she may apply before the General Assembly, only in the last year of his or her mandate.
3. Resignation for any reason before the completion of a mandate does not permit the person to apply for a new position before the theoretical end of the mandate.
If successfully elected for a new position, it is assumed that candidates should stand down from their previous positions at the General Assembly.
4. Candidates for elected or nominated positions must be ICU professionals who devote most of their clinical, research and educational time to intensive care medicine.
5. Candidates for elected or nominated positions are expected to read and accept both the prerequisites to stand and the job descriptions.
6. Candidates for elected or nominated positions should have filled in and signed the ESICM Conflict of Interest Form.
7. Candidates for both nomination and election must serve the interest of ESICM and therefore must respect a framework of principles and rules that govern their conduct regarding ethics and integrity. They are expected to sign the ESICM Code of Conduct AND the specific Code of Conduct for ESICM Elections when standing for an elected position.
8. To apply to an elected position, candidates cannot place themselves under any obligation or time constraint to any international organisation which might affect their ability to act impartially and objectively as ESICM Officers in the best interest of ESICM members, as long as the ESICM mandate or election period is running
9. Candidates for an elected position commit to devoting the necessary time to the organisation and smooth running of tasks within the Committee or Section they apply for.
10. All elected officers can hold positions once, except the ICM & ICMx Editors-in-chief
11. All nominated positions will be for two years, renewable once.
12. No one who has already held two different elected positions in the Executive Committee can stand for further election within 6 years from the end of their last mandate, except the Presidency
13. No one who has already held an elected position in the Executive Committee can apply for any elected position outside the Executive Committee.
14. The ballot shall be open only if there are two or more candidates for an elected office
15. The EC is responsible for monitoring the election process to guarantee diversity and inclusiveness among all candidates.
The EC can extend the candidature period if diversity and inclusiveness are not reflected in the current applications. Examples of this, but not limited to, are situations in which there is only one candidate for several elected positions. If no eligible candidate stands, the Executive Committee will nominate a member from the (Sub-)Committee ad interim until a candidate comes up.

The Executive Committee shall review the application criteria and decide upon the eligibility of each candidate.

ESICM President-Elect

Prerequisites for Candidates

Profile

- Candidates must be ESICM Ordinary members or Honorary members
- Candidates must be present or past ESICM Elected Council members.
- Candidates must be working in Europe

They are expected to

- Be experienced, accredited senior intensivists
- Hold a university or university-affiliated teaching position
- Have an established track record in education, teaching, research and publication
- Be experienced and competent in medical, administrative and political areas
- Have acquired such experience at the senior National Intensive Care Society level for example or at the European / international level
- Be in a position to sustain reliable, especially email, communication with the Brussels Office
- Have the attitudes and behaviours appropriate to a leadership position, including and specifically the capacity to resolve conflicts and arbitrate difficult decisions in the best interests of the Society and its members.

This position is high-profile and ambitious and requires a substantial commitment of time and energy. Consequently, the candidates should be willing to commit themselves to the task.

Conditions of candidature

Candidates complying with the profile for the job should apply to the ESICM Secretary, using the appropriate application form. The Executive Committee will select candidates based on the pre-established profile according to the information in the application form and compliance with the person specification. Interview attendance may be deemed necessary by the Executive Committee. Candidates deemed by the Executive Committee to meet the required profile are presented to the membership (Ordinary, Honorary, and International members) for election by ESICM secured electronic voting system.

Election and term of office

- The membership (Ordinary, Honorary, and International members) shall decide by-election, the winner being the candidate with the majority of votes. In the case of an equal vote, seniority (in terms of duration of ESICM membership) will decide the outcome; in the case of equal seniority, the vote of the President shall prevail.
- The President will serve a two-year term as President-elect, two years as President, and two years as Past President, six years in all. The main role of the President-elect is to help and support the President in running the Society. (S)he is a voting member of the Executive Committee. The President-elect will be the next President. (S)he should therefore be involved with all the workings of the Society. (S)he is therefore an ex-officio member of every committee of the Society.
- Election details and term of office are explained in the General SOPs

Job description

Background information

The ESICM President is responsible for the strategic direction of the Society, coordinating its activities, and acting as the final authority in the event of disputes. The President will take a leadership role in policy formulation and is responsible for contacts with external organisations.

Responsibilities

The President is

- The Chairperson of the Executive Committee
- The Chairperson of the Council meetings
- The Chairperson of the General Assembly
- A non-voting member of the ESICM Committees and Sub-Committees

- A representative of ESICM in the Multidisciplinary Joint Committee for Intensive Care Medicine (MJCICM) of UEMS and the European Board of Intensive Care Medicine (EBICM), together with the other presidential posts.
- A representative of ESICM in formal and informal links with external organisations, including SCCM.

Specific responsibilities include (non-exhaustive)

- In general, the President will be informed of and may participate in, all activities of the Society. This will involve a substantial time and travel commitment.
- The President shall chair, at least twice a year, the meetings of the Executive Committee and the Council, and once a year the General Assembly.
- Links with external organisations will require the direct involvement of the President or nominated deputy.
- The President will support all official post-holders in the Society in their various tasks.
- The President shall act following the current Society Statutes and the laws of the country where the ESICM office is based.

Reporting relationships

The President reports to the Executive Committee, the Council and the General Assembly.

ESICM Secretary

Prerequisites for Candidates

Profile

- Candidates must be ESICM Ordinary members or Honorary members
- Candidates must be present or past members of the ESICM Elected Council members
- Candidates must be working in Europe

They are expected to

- Be experienced in intensive care
- Hold a university or university-affiliated teaching position
- Have an established track record in education, teaching, research and publication
- Be experienced and competent in medical, administrative and political areas
- Have acquired such experience at the senior National Intensive Care Society level for example or at the European / international level
- Be in a position to sustain reliable, especially email, communication with the Brussels Office.

This position is high-profile and ambitious and requires a substantial commitment of time and energy. Consequently, the candidates should be willing to commit themselves to the task.

Conditions of participation

Candidates complying with the profile for the job should apply to the ESICM Secretary, using the appropriate application form. The Executive Committee will select candidates based on the pre-established profile according to the information in the application form and compliance with the person specification. Interview attendance may be deemed necessary by the Executive Committee. Candidates deemed by the Executive Committee to meet the required profile are presented to the Council for election.

Election and term of office

- The Council shall decide by election, the winner being the candidate with the majority of votes. In the case of an equal vote, seniority (in terms of duration of ESICM membership) will decide the outcome; in the case of equal seniority, the vote of the President shall prevail.
- The elected Secretary will serve for a single two-year term of office.
- Election details and term of office are explained in the General SOPs

Job description

Background information

The ESICM Secretary is responsible for all secretarial activities on behalf of the Society and for coordinating the general administrative activities of the ESICM.

Responsibilities

The Secretary is also:

- A voting member of the Executive Committee and the Council
- Chairperson of the Diversity and Inclusiveness Monitoring Group
- Member of the National Societies Committee and the Business & Finance Committee
- Member of the European Board of ICM

Specific responsibilities include (non-exhaustive)

- In general, the ESICM Secretary will stay informed of all activities of the Society and in particular of the Brussels office about secretarial activities.
- The ESICM Secretary supervises the management of the membership handling, including correspondence, statistics, applications, etc. related to the members.
- The ESICM Secretary will supervise the organisation of the business meetings of the Society, in particular those of the Executive Committee, the Council and the General Assembly. (S)he will coordinate and help with

the agendas of these meetings and ensure that the minutes are prepared and disseminated appropriately. (S)he will work in close collaboration with the Brussels Office in general.

- The ESICM Secretary is in charge of supervising the implementation and potential amendments to the ESICM Statutes, in conjunction with the Brussels office.
- The ESICM Secretary is responsible for the development and updating of the SOPs and Operating Instructions of the Society

Reporting relationships

The Secretary reports to the Executive Committee, the President, the Council and the General Assembly.

The functions and responsibilities of the Secretary may change from time to time at the behest of the EC, Council or General Assembly.

ESICM Treasurer

Prerequisites for Candidates

Profile

- Candidates must be ESICM Ordinary members or Honorary members
- Candidates must be present or past members of the ESICM Elected Council members
- Candidates must be working in Europe

They are expected to

- Be experienced, accredited senior intensivists
- Hold a university or university-affiliated teaching position
- Have an established track record in education, teaching, research and publication
- Be experienced and competent in medical, administrative and political areas
- Have acquired such experience at the senior National Intensive Care Society level for example or at the European / international level
- Be in a position to sustain reliable, especially email, communication with the Brussels office.

This position is high-profile and ambitious and requires a substantial commitment of time and energy. Consequently, the candidates should be willing to commit themselves to the task.

Conditions of participation

Candidates complying with the profile for the job should apply to the ESICM Secretary, using the appropriate application form. The Executive Committee will select candidates based on the pre-established profile according to the information in the application form and compliance with the person specification. Interview attendance may be deemed necessary by the Executive Committee. Candidates deemed by the Executive Committee to meet the required profile are presented to the Council for election.

Election and term of office

- The Council shall decide by election, the winner being the candidate with the majority of votes. In the case of an equal vote, seniority (in terms of duration of ESICM membership) will decide the outcome; in the case of equal seniority, the vote of the President shall prevail.
- The elected Treasurer will serve for a single two-year term of office.
- Election details and term of office are explained in the General SOPs

Job description

Background information

The ESICM Treasurer is responsible for all financial activities (on behalf) of the Society and for the Brussels office's financial operations which are under the leadership of the Chief Executive Officer.

Responsibilities

The Treasurer is also:

- Chairperson of the Business & Finance Committee
- Voting Member of the Executive Committee and the Council
- Member of the Live Events Management Committee

Specific responsibilities include (non-exhaustive)

- The ESICM Treasurer is responsible for coordinating the financial activities of ESICM.
- The ESICM Treasurer will take care of all financial aspects of the Society. The ESICM Treasurer will be in close contact with the Brussels Office as often as needed to ensure the management of the Society's financial matters. The ESICM Treasurer should be prepared to travel regularly to Brussels to facilitate the meetings with the financial staff based in Brussels.
- The ESICM Treasurer will supervise the bookkeeping and the accounts of the Society. Bookkeeping is performed at the Brussels Office by the Bookkeeper, under the supervision of the Chief Executive Officer, and

audited by a Chartered Accountant once a year. The books are available at any time. Quarterly, a financial statement will be mailed to the ESICM Treasurer.

- The ESICM Treasurer will present the financial status of the Society to the Executive Committees (usually twice a year), to the Council (twice a year) and General Assembly (once a year). The Brussels office will provide all the materials needed.
- The Society has made investments in shares and bonds and on term accounts. It has a contract with a Belgian bank covering recommendations for the management of these assets. The ESICM Treasurer has access to this data and the bank statements. In close collaboration with the Chief Executive Officer and, when needed, with the bank representative, the ESICM Treasurer will evaluate the portfolio and make recommendations to the Executive Committee.
- The ESICM Treasurer will review the economic plan of any project or activity within the Society and comment upon the feasibility of the plan. The ESICM Treasurer will also follow the economic balance of all projects within the Society.
- The ESICM Treasurer will sign alone or jointly with the President, all contracts on behalf of the Society, e.g., personnel, independent contractors, lawyers, lobbyists, congress industry sponsors, flat rent, etc. For practical purposes, the ESICM Treasurer can delegate authority to the Chief Executive Officer for signing invoices, personnel contracts, postal mandates, bank accounts, etc. as deemed necessary or urgent.
- The ESICM Treasurer has to attend all meetings of the Executive Committee, the Council, and the General Assembly.

Reporting relationships:

The Treasurer reports to the Executive Committee, the President, the Council and the General Assembly.

The functions and responsibilities of the Treasurer may change from time to time at the behest of the EC, Council or General Assembly.

Chairperson of the Congress Committee

Prerequisites for Candidates

Profile

- Candidates must be ESICM Ordinary members or Honorary members
- Candidates must be present or past members of the ESICM Elected Council Members
- Candidates must be working in Europe

They are expected to

- Be experienced, accredited senior intensivists
- Hold a university or university-affiliated teaching position
- Have an established track record in education, teaching, research and publication
- Be experienced and competent in the organisation of scientific meetings, at least at the National level and preferably at the international level
- Be in a position to sustain reliable, especially e-mail, communication with the Brussels Office
- Fairly represent all views about intensive care medicine regardless of base speciality and personal scientific interests

This position is high-profile and ambitious and requires a substantial commitment of time and energy. Consequently, the candidates should be willing to commit themselves to the task.

Conditions of participation

Candidates complying with the profile for the job should apply to the ESICM Secretary, using the appropriate application form. The Executive Committee will select candidates based on the pre-established profile according to the information in the application form and compliance with the person specification. Interview attendance may be deemed necessary by the Executive Committee. Candidates deemed by the Executive Committee to meet the required profile are presented to the Council for election.

Election and term of office

- The Council shall decide by election, the winner being the candidate with the majority of votes. In the case of an equal vote, seniority (in terms of duration of ESICM membership) will decide the outcome; in the case of equal seniority, the vote of the President shall prevail.
- The elected Chairperson will serve for a single two-year term of office.
- Election details and term of office are explained in the General SOPs

Job description

Background information

The Congress Committee is responsible for the scientific development and proceeding of the ESICM Annual Congress and other scientific live events organised by the Society.

Responsibilities

The Chairperson of the Congress Committee is also:

- Voting Member of the Executive Committee and the Council
- Member of the Live Events Management Committee
- Member of the Education and Training Committee
- Member of the European Board of Intensive Care Medicine of UEMS

Specific responsibilities include (non-exhaustive)

- To attend and chair the Congress Committee meetings at least three times a year as well as to attend the meetings of the Live Events Management Committee and the Executive Committee. Should always be available during the ESICM Annual Congress in the Autumn (September or October)
- To ensure the timely preparation and presentation of the ESICM Annual Congress. To accomplish this task, the main job is to coordinate the proposals and activities of the ESICM scientific sections and project groups,

as well as the other members of the programme committee (such as the Chairman of the Research Committee and the Chairman of Education and Training Committee), and in close collaboration with the Congress Team in the ESICM Office.

- To ensure a fair representation of speciality interests in the Annual Congress, a balance of material and participants' views, and sensitivity to political and national considerations.
- To prepare the scientific content of other live events of ESICM, and shared sessions in ESICM or other society congresses.
- To advance the role of the Society in the field of intensive care medicine and develop the discipline at the European and international levels, including participating in the European Board for Intensive Care Medicine (EBICM) depending on UEMS within the EU.
- To develop tools to promote and foster communication within the intensive care community
- To develop and promote scientific knowledge through the organisation of the ESICM Annual Congress and other meetings in conjunction with other associations and partners
- To encourage research projects through the Research Committee and integrate them in the ESICM Annual Congress to foster the exchange of knowledge and competencies
- To actively collaborate with the Education and Training Committee to combine educational and scientific tools

Reporting relationships

The Chairperson of the Congress Committee reports to the Executive Committee, the President, the Council and the General Assembly.

The functions and responsibilities of the Chairman may evolve with time at the behest of the Executive Committee, Council or General Assembly.

Chairperson of the Education and Training Committee

Prerequisites for Candidates

Profile

- Candidates must be ESICM Ordinary members or Honorary members
- Candidates must be present or past members of the ESICM Elected Council Members
- Candidates must be working in Europe

They are expected to

- Be experienced, accredited senior intensivists
- Hold a university or university-affiliated teaching position
- Have an established track record in education, teaching, research and publication
- Be experienced and competent in medical, administrative and political areas
- Have acquired such experience at the senior National Intensive Care Society level for example or at the European / international level
- Be in a position to sustain reliable, especially email, communication with the Brussels office.

This position is high-profile and ambitious and requires a substantial commitment of time and energy. Consequently, the candidates should be willing to commit themselves to the task.

Conditions of participation

Candidates complying with the profile for the job should apply to the ESICM Secretary, using the appropriate application form. The Executive Committee will select candidates based on the pre-established profile according to the information in the application form and compliance with the person specification. Interview attendance may be deemed necessary by the Executive Committee. Candidates deemed by the Executive Committee to meet the required profile are presented to the Council for election.

Election and term of office

- The Council shall decide by election, the winner being the candidate with the majority of votes. In the case of an equal vote, seniority (in terms of duration of ESICM membership) will decide the outcome; in the case of equal seniority, the vote of the President shall prevail.
- The elected Chairperson will serve for a single two-year term of office.
- Election details and term of office are explained in the General SOPs

Job description

Background information

The Education and Training Committee (ETC) is the structure that ensures the coordination of all professional training and educational activities within ESICM. Its objectives include the organisation and development of all educational activities and standards in respect of the overall strategy validated by the Executive Committee of ESICM. All training and educational activities of ESICM are marketed under the label of the ESICM Academy. The ETC is also responsible for conducting research and evaluation in the field of education.

Responsibilities

The Chairperson of the Education and Training Committee is also

- Voting Member of the Executive Committee and the Council
- Member of the Congress Committee
- Member of the European Board of Intensive Care Medicine of UEMS
- Member of the National Training Committee

Specific responsibilities include (non-exhaustive)

- Coordination of the educational activities of the Society
- Convening and chairing meetings of the Education and Training Committee
- Maintaining liaison with Office Staff and Committee members as appropriate

- Maintaining an overview of the progress of the activities of the ETC sub-committees
- Reporting on the progress of Sub-Committee affairs to ETC and EC
- To develop a comprehensive curriculum and course for the Academy for use by members and others as a professional training and continuing personal development resource.
- To develop and promote a Europe-wide competency-based training programme (CoBaTrICE and educational courses) for intensive care medicine.
- To continue the development of a medical postgraduate exam process to complement the training and continuous professional development programmes
- To recognise and develop the role of the Society in facilitating CPD among Intensive Care Nursing and Allied Health Professionals.
- The development and promotion of the educational and training strategy of ESICM and effecting the associated operational tasks
- Coordinating the efficient and effective work of the EDIC, EDEC, Academy and Training Sub-Committees.
- Providing advice on educational areas to the Society, including advice to the Congress Committee, on the educational, post-graduate and competency tracks of the congress
- The Chairperson needs to maintain awareness of the European context in which education and training initiatives are being affected and of the political ambition to harmonise medical training and accreditation Europe-wide. Extensive adjustment and refinement of initiatives may be needed, to allow compatibility with national and European regulations, in the ambition to achieve quality harmonisation throughout Europe.

Reporting relationships:

The Chairperson of the Educational and Training Committee reports to the Executive Committee, the President, the Council and the General Assembly.

The functions and responsibilities of the Chairperson may change from time to time at the behest of the EC, Council or General Assembly.

Chairperson of the Research Committee

Prerequisites for Candidates

Profile

- Candidates must be ESICM Ordinary members or Honorary members
- Candidates must be present or past members of the ESICM Elected Council Members
- Candidates must be working in Europe

They are expected to

- Be an individual with a proven track record in multidisciplinary research, with the attitudinal skills required to foster collaboration, project development, and integration with the mission statement of the ESICM.
- Be a respected and senior clinical researcher in the field of intensive care medicine in Europe, with experience in the planning and implementation of research projects, including obtaining and managing research grants. Prior experience (at least as a contractor or as a sub-contractor) in European Community grants is desirable
- Hold a university or university-affiliated position
- Be experienced and competent with medical administrative and political responsibilities
- Have acquired such experience at senior National or European / international level.
- Be in a position to sustain reliable, especially email, communication with the Brussels office.

Conditions of participation

Candidates complying with the profile for the job should apply to the ESICM Secretary, using the appropriate application form. The Executive Committee will select candidates based on the pre-established profile according to the information in the application form and compliance with the person specification. Interview attendance may be deemed necessary by the Executive Committee. Candidates deemed by the Executive Committee to meet the required profile are presented to the Council for election.

Election and term of office

- The Council shall decide by election, the winner being the candidate with the majority of votes. In the case of an equal vote, seniority (in terms of duration of ESICM membership) will decide the outcome; in the case of equal seniority, the vote of the President shall prevail
- The elected Chairperson will serve for a single two-year term of office
- Election details and term of office are explained in the General SOPs

Job description

Background information

The Research Committee represents the research interests, activities and relationships of ESICM.

Responsibilities

The Chairperson of the Research Committee is also

- Non-voting member of the Executive Committee and the Council
- Member of the Congress Committee and the Methodology Group

Specific responsibilities include (non-exhaustive):

- To chair the Research Committee and to manage its activities in the best interests of ESICM and the Society's mission statement
- To coordinate and attend Research Committee meetings (currently anticipated to take place three times a year), and to be available during the ESICM Congress for the Council meeting and the General Assembly
- To facilitate high-quality multidisciplinary research in all aspects of intensive care medicine
- To ensure a fair and unbiased evaluation of projects, and to maintain the highest standards of scientific behaviour related to research activities within the ESICM
- To ensure proper integration of decision-making with the other priorities and requirements of the ESICM
- To provide reports on the activities of the Research Committee, and the outcome of scientific projects, to the

ESICM Executive Committee, Council and the members during the General Assembly

- To work in collaboration with other structures of the Society, especially the Congress Committee and the Education and Training Committee
- To contribute to the design and content of ESICM congresses and other meetings.

Reporting relationships:

The Chairperson of the Research Committee reports to the Executive Committee, the President, the Council and the General Assembly.

The functions and responsibilities of the Chairperson may change from time to time at the behest of the EC, Council or General Assembly.

Chairperson of the Social Media and Digital Content Committee

Prerequisites for Candidates

Profile

- Candidates must be ESICM Ordinary members or Honorary members
- Candidates must be present or past members of the ESICM Elected Council Members
- Candidates must be working in Europe

They are expected to

- Be an experienced, senior intensive care clinician
- Hold a university or university-affiliated position
- Have an established senior track record in research, presentation, editing and publication
- Be experienced and competent with medical and digital communication tools
- Have acquired such experience at senior National or European / international level.
- Be in a position to sustain reliable, especially email, communication with the Brussels Office.

Conditions of participation

Candidates complying with the profile for the job should apply to the ESICM Secretary, using the appropriate application form. The Executive Committee will select candidates based on the pre-established profile according to the information in the application form and compliance with the person specification. Interview attendance may be deemed necessary by the Executive Committee. Candidates deemed by the Executive Committee to meet the required profile are presented to the Council for election.

Election and term of office

- The Council shall decide by election, the winner being the candidate with the majority of votes. In the case of an equal vote, seniority (in terms of duration of ESICM membership) will decide the outcome; in the case of equal seniority, the vote of the President shall prevail.
- The elected Chairperson will serve for a single two-year term of office.
- Election details and term of office are explained in the General SOPs

Job description

Background information

The objectives of the Social Media and Digital Content Committee are:

- to promote the highest standards of content
- to review and monitor the scientific texts in journals and Journal Review Club,
- to maintain the ESICM presence on Social media
- to coordinate the Section webinars and website publications
- to create and solicit content for publishing on social media and digital portal

Responsibilities:

The Chairperson of the Social Media and Digital Content Committee is also a non-voting member of the Executive Committee and the Council. The Chairperson has to nominate four ESICM members with specific skills in social media and digital communication to be part of the Committee and with the approval of the Executive Committee.

Specific responsibilities include (non-exhaustive):

- To take responsibility for the Society's web-based publishing. This should include ensuring that the website is modern, the content is up to date and the overall concept is compatible with the Society's communication strategy.
- To ensure that any references to the Society's scientific content on social media and all other forms of communication are accurate and of the highest standard and in agreement with the general objectives of the Society.

- To collaborate with the ESICM Sections Representatives and the ESICM office to send suitable content from their Sections to be published on the ESICM website.

Reporting relationships:

The Chairperson of the Social Media and Digital Content Committee reports to the Executive Committee, the President, the Council and the General Assembly.

The functions and responsibilities of the Chairperson may change from time to time at the behest of the EC, Council or General Assembly. The job description of the Committee Chairperson is a guide to areas of responsibility relating to the Society's Communications activities. The intention is not to be comprehensive but to provide the incumbent with a guide via which they can develop and evolve an optimum plan and approach to progress within their area of responsibility during their term of office. The Committee Chairperson is requested to keep this job description under review and make proposals to the Executive Committee on its evolution during, or at the end of, their term of office.

Editor-in-Chief of ESICM Journals

Prerequisites for Candidates

Profile

- Candidates must be ESICM Ordinary members or Honorary members
- Candidates must be working in Europe

They are expected to have

- An international reputation in scientific research
- A national or international reputation as an experienced, accredited senior intensivist with an established track record in clinical practice, education, teaching and research
- Prior editorial experience
- Competence in administrative and political matters
- The attitudes and behaviours appropriate to a leadership position, including and specifically the capacity for communication, conflict resolution and the ability to arbitrate on difficult decisions.
- The capacity to maintain reliable communication with the Publisher, the review process, the Editorial Board, and the ESICM Office, particularly using electronic means of communication
- Holding a University or University-affiliated teaching position
- Institutional support to permit sufficient time for the post
- Expected longevity for the position

Conditions of participation

Candidates complying with the profile may apply to the ESICM Secretary, using the appropriate application form. Selection of candidates will be made by a Search Committee based on the pre-established profile according to the information enclosed in the application form and compliance with the person specification. Candidates may be called for an interview.

Election and term of office

The selection process and term of office are explained in the General SOPs, Part B: Addendum to the ESICM Statutes, Article 12.

Job descriptions

The ICM Journal

Background information

The Editor-in-Chief is head of the Board of Editors of the Journal “Intensive Care Medicine”. (S)he is responsible for all editorial decisions on all material published in the Journal, the developments and strategies of the journal, the communication with the Society, as well as the publisher, readers, authors, and reviewers.

Responsibilities

The Editor-In-Chief is also a non-voting member of the Executive Committee and a member of the Methodology Group.

Specific responsibilities include (non-exhaustive)

- Responsible for leading or coordinating all activities related to the journal’s publications, policy and strategy, in both paper and electronic formats. The main priorities are to foster publications of the highest scientific quality through proactive editorial policies, constructive and professional reviewing, and rapid publication.
- This requires a substantial time commitment
- Involved in all relations between the journal and the Associations (European Society of Intensive Care Medicine and the European Society of Paediatric and Neonatal Intensive Care), their committees and the Publisher
- Bound by an agreement signed by the three parties: ESICM, the Publisher, and the Editor-in-Chief
- The Chairperson of the Board of Editors and Chairperson of the Advisory Board of the journal. The Editor-in-

Chief selects members of the Editorial Board based on their scientific expertise and editorial skills.

- A member of the Search Committee for the succeeding Editor-in-Chief

Reporting relationships

The Editor-in-Chief of the ICM Journal reports to the ESICM Executive Committee, the President, the Council and the General Assembly.

The Editor-in-Chief job description is a guide to areas of responsibility. The aim is to provide incumbents with a guide to enable them to design and develop an optimal plan and approach to progress during their tenure. The Editor-in-Chief is requested to keep this job description under review and make proposals to the EC on its evolution during, or at the end of, their term of office.

The ICMx Journal

Background information

The Editor-in-Chief of “Intensive Care Medicine Experimental” will lead the Editorial Board of the “Intensive Care Medicine Experimental” Journal. (S)he will be responsible for all editorial decisions on all material published in the journal, the developments and strategies of the journal and communication with the Society, as well as the publisher, readers, authors, and reviewers.

The Editor-in-Chief of “Intensive Care Medicine Experimental” will be an ex officio member of the Editorial Board of the “Intensive Care Medicine” Journal. This will allow a strong connection between the two European Society of Intensive Care Medicine journals and it will allow collaboration regularly with the ICM Editor-in-Chief and the development of projects for the mutual benefit of both journals

Responsibilities

The main priorities are to foster publications of the highest scientific quality through proactive editorial policies, constructive and professional reviewing, and rapid publication. This requires a substantial time commitment. The Editor-In-Chief is responsible for leading or coordinating all activities related to the journal and will directly receive submissions. S(he) is involved in all relations between the journal and the European Society of Intensive Care Medicine and the Publisher.

S(he) is bound by an agreement signed by the parties: ESICM, the Publisher and the ICMx Editor-in-Chief.

The Editor-in-Chief will select the members of the ICMx Editorial Board based on their scientific expertise and editorial skills. The Editorial Board of the ICMx is an independent board under the umbrella of the Intensive Care Medicine journal.

Reporting relationships

The Editor-in-Chief of Intensive Care Experimental reports to the Editor-in-Chief of the Intensive Care Medicine Journal and the ESICM Executive Committee, Council and General Assembly.

Routine communication may be conducted via the ESICM Communication Committee.

The job description of the Editor-in-Chief is a guide to areas of responsibility. The Editor-in-Chief job description is a guide to areas of responsibility. The aim is to provide incumbents with a guide to enable them to design and develop an optimal plan and approach to progress during their tenure. The Editor-in-Chief is requested to keep this job description under review and make proposals to the Executive Committee on its evolution during, or at the end of, their term of office.

Chairperson of the Nurses and Allied Healthcare Professionals Committee

Prerequisites for Candidates

Profile

- Candidates must be ESICM Ordinary members, Honorary members or Associate members
- Candidates must be working in Europe
- Candidates must be present or past ESICM NAHP Committee members (for at least one year)

They are expected to

- Be senior experienced intensive care nurses or allied healthcare professionals
- Be working in the intensive care field
- Be in a position to sustain reliable, especially email, communication with the Brussels Office

Conditions of participation

Candidates complying with the profile for the job should apply to the ESICM Secretary, using the appropriate application form. The Executive Committee will select the candidates based on the pre-established profile according to the information in the application form and compliance with the person specification. Interview attendance may be deemed necessary by the Executive Committee. Candidates deemed by the Executive Committee to meet the required profile are presented to the Council for election.

Election and term of office

- The Council shall decide by election, the winner being the candidate with the majority of votes. In the case of an equal vote, seniority (in terms of duration of ESICM membership) will decide the outcome; in the case of equal seniority, the vote of the President shall prevail.
- The elected Chairperson will serve for a single two-year term of office.
- Election details and term of office are explained in the General SOPs

Job description

Background information:

The Nurses and Allied Healthcare Professionals (N&AHP) Committee aims to reinforce the nurses' and allied healthcare professionals' participation within ESICM, fostering better integration and developing their role in the different activities of ESICM.

Responsibilities:

The Chairperson of the N&AHP Committee is a member of the Council and a non-voting Ex-officio member of the Executive Committee.

Specific responsibilities include (non-exhaustive):

- To coordinate the activities of the N&AHP Committee
- To coordinate the participation of this Committee in the other ESICM Committees in which it must be represented, i.e., the Education and Training Committee, Social Media & Digital Content Committee, Congress Committee, Research Committee and Diversity & Inclusiveness Monitoring Group
- To attend the Council meetings at least twice a year (one in the spring and one in the Autumn)
- To attend the Executive Committee meetings

The functions and responsibilities of the N&AHP Committee Chairperson may change from time to time at the behest of the Executive Committee, Council or General Assembly.

The job description is a guide to areas of responsibility. The aim is to provide registrants with a guide to help them design and develop an optimal plan and approach for progressing through the N&AHP committee during their tenure. The Committee Chairperson is requested to keep this job description under review and make proposals to the

Executive Committee on its evolution during, or at the end of, his/her term of office.

Reporting relationships:

The Chairperson of the N&AHP Committee reports to the Executive Committee, the President, the Council and the General Assembly.

Chairperson of the NEXT Committee

Prerequisites for Candidates

Profile

- Candidates must be ESICM Ordinary members or Honorary members
- Candidates must be working in Europe

Eligible candidates must be

- Members of the Society ≤ 37 years of age.

AND

- Present or past Elected Members of the NEXT Committee

Conditions of participation

Candidates complying with the profile for the job should apply to the ESICM Secretary, using the appropriate application form. The Executive Committee will select candidates based on the pre-established profile according to the information in the application form and compliance with the person specification. Interview attendance may be deemed necessary by the Executive Committee. Candidates deemed by the Executive Committee to meet the required profile are presented to the Council for election.

Election and term of office

- The Council shall decide by election, the winner being the candidate with the majority of votes. In the case of an equal vote, seniority (in terms of duration of ESICM membership) will decide the outcome; in the case of equal seniority, the vote of the President shall prevail.
- The elected Chairperson will serve for a single two-year term of office.
- Election details and term of office are explained in the General SOPs

Job description

Background information

The NEXT Committee aims to reinforce the young physicians' participation within ESICM, foster better integration and develop their role in the different activities of ESICM.

Responsibilities

The Chairperson of the NEXT Committee is a

- Member of the Council
- Non-voting Ex-officio member of the Executive Committee
- Member of the Congress Committee
- Member of the Diversity and Inclusiveness Monitoring Group
- Member of the European Board of ICM (EBICM)

Specific responsibilities include (non-exhaustive):

- To coordinate the activities of the NEXT Committee
- To coordinate the participation of this Committee in the other ESICM Committees in which it must be represented, i.e. Education and Training Committee, Social Media and Digital Content Committee, Congress Committee, Research Committee, Methodology Committee, Clinical Training Sub-Committee, E-learning Sub-Committee, EDIC Examinations Sub-Committee, and Diversity & Inclusiveness Monitoring Group
- To attend the Council meetings and the Executive Committee meetings.

The functions and responsibilities of the NEXT Committee Chairperson may change from time to time at the behest of the Executive Committee, Council or General Assembly.

The job descriptions are a guide to areas of responsibility. The intention is to provide incumbents with a guide via which they can develop and evolve an optimum plan and approach to progress within the NEXT Committee during

their term of office. The Committee Chairperson is requested to keep this job description under review and make proposals to the Executive Committee on its evolution during, or at the end of, their term of office.

Reporting relationships:

The Chairperson of the NEXT Committee will report to the Executive Committee, the President, the Council and the General Assembly.

(Inter)National Representatives

Prerequisites for Candidates

Profile

Candidates for National Representatives must be ESICM Ordinary or Honorary members, working in the country they want to represent.

Candidates for International Representatives must be ESICM International or Honorary Members, working in the country or the region they want to represent.

They are expected to

- Be willing to represent the respective countries or regions during the term.
- Be responsible for mutual contacts between the Society, the regional intensive care society, national training organisations and relevant health authorities
- Promote the Society in the country and recruit members
- Be present in the two annual Council meetings
- Communicate with the Brussels office as appropriate.

Conditions of participation

Candidates complying with the profile for the job should apply to the ESICM Secretary, using the appropriate application form. The Executive Committee will select candidates based on the pre-established profile according to the information in the application form and compliance with the person specification. Interview attendance may be deemed necessary by the Executive Committee. Candidates deemed by the Executive Committee to meet the required profile are presented to the members of the respective country or region for election.

Election and term of office:

See Part B of the SOPs, Addendum to Article 8 of the ESICM statutes: Council

Job description

Background information

The Council members are

- The national representatives of the members of the European countries
- The representatives of the members of countries outside Europe (called “international members”)
- The Chairpersons of each scientific section of the Society
- The Chairpersons of each Education Committee
- The members of the Executive Committee

The representatives of the members of the Association in individual countries are elected by the Ordinary and Honorary members of these countries. The numbers of representatives who can be elected are:

- One national representative per European country with more than 25 ESICM Ordinary and Honorary members.
- One common representative for all European countries with less than 25 ESICM Ordinary and Honorary members.
- International members may elect one representative for each of the following five defined regions if they have 100 or more members (in alphabetic order):
 - Africa
 - Asia-Pacific
 - Central and South America
 - Middle-East
 - North America
- One national representative per non-European country with more than 500 International and Honorary members. The country will not be part of a region as long as its membership is above 500.

National and international representatives are elected for a single two-year term of office.

The definitions for the five regions are given in Appendix A of the General SOPs.

Responsibilities

The duties of a Council member include

- To be responsible for mutual contact between the Society and the country members, the local intensive care society and the health authorities
- To promote the Society in the country and to recruit members
- To attend the Council meetings twice a year. One is held in March in Brussels and one in the Fall during the Annual Congress of the Society
- To vote on resolutions from the Executive Committee
- To present proposals to the Executive Committee
- To actively participate in the ESICM's various activities and committees
- To help in the organisation of EDIC
- To ratify the Executive Committee changes in the SOPs.

Chairperson of ESICM Scientific Sections

Prerequisites for Candidates

Profile

- Candidates must be ESICM Ordinary members or Honorary members
- Candidates must be working in Europe

They are expected to

- Be well-recognised in the field of interest of the section.
- Have already published in this area.
- Be willing to lead the section for the term.
- Be free from any commitment like an officer position in other International / European Medical Associations

Conditions of participation

Candidates complying with the profile for the job should apply to the ESICM Secretary, using the appropriate application form. The Executive Committee will select candidates based on the pre-established profile according to the information in the application form and compliance with the person specification. Interview attendance may be deemed necessary by the Executive Committee. Candidates deemed by the Executive Committee to meet the required profile are presented to the voting members of the respective section for election.

Election and term of office

- The Voting Members of the Section shall decide by-election, the winner being the candidate with the majority of votes. In the case of an equal vote, seniority (in terms of duration of ESICM membership) will decide the outcome; in the case of equal seniority, the vote of the President shall prevail.
- The elected Chairperson will serve for a single two-year term of office.
- Election details and term of office are explained in the General SOPs

Job description

Background information

The Society has formed Sections for its scientific and educational activities. The main task of the Sections will be to provide the Congress Committee, the Research Committee, the Social Media and Digital Content Committee, the e-Learning Committee and the Clinical Training Committee with expertise within their field.

A section consists of members interested in the field of the section, voting members who want to actively take part in the section activities and a Chairperson.

Responsibilities

- The Chairperson of the section is a member of the Congress Committee.
- The Chairperson has to coordinate the participation of the Section in the other ESICM Committees in which it must be represented, i.e., the Research Committee, Clinical Training Sub-Committee, E-learning Sub-Committee, Education and Training Committee, and Social Media and Digital Content Committee.
- It is the responsibility of the Chairperson and the nominated representatives of the Sections to democratically represent their members' views in all Committees and activities of the Society in which they are involved.
- It is a vital role of the Chairman to facilitate communication among the Section members and to ensure that each Section member has the opportunity to input into the Sections' activities.

Reporting relationships

The Section Chairperson reports to the Section members about all activities of the section and to the Council about Section affairs.

Chairperson of the EDIC Examinations Sub-Committee

Prerequisites for Candidates

Profile

- Candidates must be an ESICM Ordinary member or Honorary member
- Candidates must be working in Europe

They are expected to

- Be an EDIC diploma holder or possess an equivalent national exam.
- Be an established specialist in current practice Intensive Care Medicine with at least four years of experience after board examination and practising in Europe
- Have an established track record in post-graduate training in Intensive Care Medicine
- Have an established track record of creation, evaluation and validation of OSCE-type exams, such as a history of being an EDIC Committee Member
- To be or to have been an examiner for EDIC exams in the last 5 years
- Be able to allocate at least 20 to 25 working days during a year to prepare and attend meetings for the preparation, the key validation and the execution of EDIC Part I and II

Conditions of participation

Candidates complying with the profile for the job should apply to the ESICM Secretary, using the appropriate application form. The Executive Committee will select candidates based on the pre-established profile according to the information in the application form and compliance with the person specification. Interview attendance may be deemed necessary by the Executive Committee. Candidates deemed by the Executive Committee to meet the required profile are presented to the Council section for election.

Election and term of office

- The Council shall decide by election, the winner being the candidate with the majority of votes. In the case of an equal vote, seniority (in terms of duration of ESICM membership) will decide the outcome; in the case of equal seniority, the vote of the President shall prevail.
- The elected Chairperson will serve for a single two-year term of office.
- Election details and term of office are explained in the General SOPs

Job description

Background information

The EDIC Examinations Sub-Committee is a permanent sub-committee of the Education and Training Committee, responsible for organising and delivering the EDIC Part I and II examinations.

Responsibilities

- The Chairperson is a member of the Council
- The Chairperson has to nominate, with the approval of the Executive Committee, the 10 members who will compose the EDIC Examinations Sub-Committee.
- The Chairperson is committed to maintaining and further developing the EDIC examinations which imply the creation of multiple-choice questions for EDIC Part I and clinical case and computer-based scenarios for EDIC Part II.
- The Chairperson and the Sub-Committee members must attend more than 70% of the Committee meetings. The meetings are organised regularly every six to eight weeks (10-12 days/year). Furthermore, the Sub-Committee members are expected to allocate enough time between the meetings to create and review multiple-choice questions for EDIC Part I, the clinical case scenarios and computer-based assessments for EDIC Part II. The time needed for these tasks is at least two to four working days a year, in addition to the time spent at meetings.
- The Committee members are expected to attend the EDIC Part I and II examinations as examiners, exam supervisors, or observers (5 days/year).

Reporting relationships:

The Chairperson of the EDIC Examinations Sub-Committee reports to the Education and Training Committee.

Chairperson of the EDEC Curriculum Sub-Committee

Prerequisites for Candidates

Profile

- Candidates must be an ESICM Ordinary member or Honorary member
- Candidates must be working in Europe

They are expected to

- Be a respected and senior intensivist with full TTE or TOE accreditation, actively performing and interpreting echocardiography and taking part in appropriate continuing professional development
- Hold a university or university-affiliated position
- Be experienced and competent with medical administrative and political responsibilities
- Have acquired such experience at senior National or European / international level.
- Be in a position to sustain reliable, especially email, communication with the Brussels office.

Conditions of participation

Candidates complying with the profile for the job should apply to the ESICM Secretary, using the appropriate application form. The Executive Committee will select candidates based on the pre-established profile according to the information in the application form and compliance with the person specification. Interview attendance may be deemed necessary by the Executive Committee. Candidates deemed by the Executive Committee to meet the required profile are presented to the Council section for election.

Election and term of office

- The Council shall decide by election, the winner being the candidate with the majority of votes. In the case of an equal vote, seniority (in terms of duration of ESICM membership) will decide the outcome; in the case of equal seniority, the vote of the President shall prevail.
- The elected Chairperson will serve for a single two-year term of office.
- Election details and term of office are explained in the General SOPs

Job description

Background information

The EDEC Curriculum Sub-Committee is a permanent sub-committee of the Education and Training Committee, responsible for organising and delivering the curriculum on advanced echocardiography in intensive care medicine.

Responsibilities

- The Chairperson is a member of the Council
- The Chairperson has to nominate, with the approval of the Executive Committee, the 10 members who will compose the EDEC Curriculum Sub-Committee.
- The Chairperson is committed to maintaining and further developing the EDEC curriculum which comprises the organisation of an annual advanced course, a live clinical case course, a webinar series, and examinations

Reporting relationships:

The Chairperson of the EDEC Curriculum Sub-Committee reports to the Education and Training Committee.

Chairperson of Academy Sub-Committee

Prerequisites for Candidates

Profile

- Candidates must be an ESICM Ordinary member or Honorary member
- Candidates must be working in Europe

They are expected to

- Have or have had a senior position in a European ICU
- Hold a university or university-affiliated position
- Be an established specialist in clinical Intensive Care Medicine with at least four years of experience after board examination, and practising in Europe
- Have an established track record in post-graduate training in Intensive Care Medicine
- Have experience with the editing of medical content at national or international level
- Have experience with the organisation of training activities on a national and international level
- Be experienced and competent with medical administrative and political responsibilities
- Have acquired such experience at senior National or European / International level
- Have the attitude and behaviour appropriate for a leadership position
- Be in a position to sustain reliable, especially email, communication with the Brussels Office

Conditions of participation

Candidates complying with the profile for the job should apply to the ESICM Secretary, using the appropriate application form. The Executive Committee will select candidates based on the pre-established profile according to the information in the application form and compliance with the person specification. Interview attendance may be deemed necessary by the Executive Committee. Candidates deemed by the Executive Committee to meet the required profile are presented to the Council for election.

Election and term of office

- The Council shall decide by election, the winner being the candidate with the majority of votes. In the case of an equal vote, seniority (in terms of duration of ESICM membership) will decide the outcome; in the case of equal seniority, the vote of the President shall prevail.
- The elected Chairperson will serve for a single two-year term of office.
- Election details and term of office are explained in the General SOPs

Job description

Background information

The Academy Sub-Committee is a permanent sub-committee of the Education and Training Committee and aims to assess the educational needs of ESICM, and develop, implement, maintain and continuously evaluate the ESICM educational activities, within the e-learning platform that powers the ESICM educational activities (the Academy), according to the educational strategy developed by the ETC Committee and validated by the Executive Committee.

Responsibilities

- The Chairperson is a member of the Council
- To assess the educational needs and wishes of the members of the Society and classify educational content according to level.
- To conceptualise and develop an educational instructional strategy tailored to each education module.
- To develop and maintain educational content consistent with the curriculum as developed by the CCDC, and the overall strategy of the Society.
- To implement educational initiatives. This includes developing a viable business plan (approved by the CEO), logistics, registration and administration for each educational module and yearly planning.

- To maintain and develop the Academy, integrate education on the ESICM website, and plan and execute communication and dissemination of educational initiatives with the Office and the Social Media and Digital Content Committee.
- To ensure accreditation of educational content.
- To maintain and develop the Academy as the “University” of ESICM, which hosts pre-and post-testing, educational surveys, online classrooms, the ACE modules, etcetera.
- To remain in this position for the entire duration of the mandate
- To liaise with the five operational units to allow and maintain the continuous improvement cycle
- To liaise with the EDIC Examinations, EDEC Curriculum and CoBaTrICE & Curriculum Development Sub-Committees to harmonise education and training goals.

Reporting relationships

The Chairperson of the Academy Sub-Committee reports to the Education and Training Committee.

Chairperson of the CoBaTrICE & Curriculum Development Sub-Committee

Prerequisites for Candidates

Profile

- Candidates must be an ESICM Ordinary member or Honorary member
- Candidates must be working in Europe

They are expected to

- Hold a university or university-affiliated position
- Be an experienced and (inter-) nationally recognised specialist in clinical Intensive Care Medicine with at least four years of experience after board examination, and practising in Europe
- Have an established track record in developing graduate and post-graduate training programs in Intensive Care Medicine, specifically formulating learning goals and EPA development
- Be experienced and competent with medical administrative and political responsibilities
- Have the attitude and behaviour appropriate for a leadership position
- Be in a position to sustain reliable, especially email, communication with the Brussels Office

Conditions of participation

Candidates complying with the profile for the job should apply to the ESICM Secretary, using the appropriate application form. The Executive Committee will select candidates based on the pre-established profile according to the information in the application form and compliance with the person specification. Interview attendance may be deemed necessary by the Executive Committee. Candidates deemed by the Executive Committee to meet the required profile are presented to the Executive Committee for nomination.

Election and term of office

- The Council shall decide by election, and approved by the Education & Training Committee and by the Executive Committee, the winner being the candidate with the majority of votes. In the case of an equal vote, seniority (in terms of duration of ESICM membership) will decide the outcome; in the case of equal seniority, the vote of the President shall prevail.
- The Chairperson will serve for a single two-year term of office.
- Nomination details and term of office are explained in the General SOPs

Job description

Background information

The CoBaTrICE & Curriculum Development Sub-Committee is a permanent sub-committee of the Education and Training Committee and aims to develop, maintain, align and promote the curriculum on behalf of ESICM, using the CoBaTrICE programme as the core curriculum and expanding from there.

Responsibilities

- The Chairperson is a member of the Council and the European Board of Intensive Care Medicine (EBICM)
- To develop, maintain and align the various parts of the Society's Curriculum. This includes the CoBaTrICE curriculum, the ICF curriculum (in liaison with the ICF Board), the curriculum for advanced echocardiography (in liaison with the EDEC Sub-Committee) and the General Intensive Care Ultrasound curriculum (in liaison with the GENIUS group).
- To define criteria for approval of the training programmes at the national level
- To map the educational offer of the Society against the curriculum
- To liaise with the EDIC Examinations, Academy and EDEC Curriculum Sub-Committees, to harmonise education and training goals

Reporting relationships

The Chairperson of the CoBaTrICE & Curriculum Development Sub-Committee reports to the Education and Training Committee.

Chairperson of the Global Intensive Care Group

Prerequisites for Candidates

Profile

- Candidates must be an ESICM Ordinary member or Honorary member
- Candidates must be working in Europe or a low- and middle-income country

They are expected to

- Be experienced, accredited senior intensivists
- Hold a University or University-affiliated teaching position
- Have an established track record in education, teaching, research and publication
- Be an ICU professional with a track record of work at clinical, educational or research level aimed at improving ICM in low- and middle-income countries
- Be experienced and competent in medical, administrative and political areas
- Be in a position to sustain reliable, especially e-mail, communication with the Brussels Office

Conditions of participation

Candidates complying with the profile for the job should apply to the ESICM Secretary, using the appropriate application form. Selection of candidates will be made by the Executive Committee based on the pre-established profile according to the information enclosed in the application form and compliance with the person specification. Attendance for interviews may be deemed necessary by the Executive Committee. Candidates deemed by the Executive Committee to meet the required profile are presented to the Executive Committee for nomination.

Election and term of office

- The Executive Committee shall decide by vote, the winner being the candidate with the majority of votes. In the case of an equal vote, seniority (in terms of duration of ESICM membership) will decide the outcome; in the case of equal seniority, the vote of the President shall prevail.
- The Chairperson will serve for a two-year term of office, renewable once.
- Nomination details and term of office are explained in the General SOPs

Job description

Background information

The Global Intensive Care Group (GICG) is aiming to consolidate and strengthen efforts within ESICM to improve intensive care medicine in resource-poor countries.

Responsibilities

- The Chairperson is a member of the Congress Committee
- To facilitate the collaboration and bilateral sharing of information and knowledge between low- and middle-income countries and other countries

Reporting relationships

The Chairperson of the Global Intensive Care Group reports to the President.

Chairperson of the Methodology Group

Prerequisites for Candidates

Profile

- Candidates must be an ESICM Ordinary member or Honorary member
- Candidates must be working in Europe

They are expected to

- Have a good understanding of meta-analytical techniques and scientific credibility
- Be a person of international standing to make the project successful
- Be able to allocate enough time to this position
- Hold a University or University-affiliated position
- Be experienced and competent with medical administrative and political responsibilities
- Have acquired such experience at senior National or European / international level.
- Be in a position to sustain reliable, especially email, communication with the Brussels office.

Conditions of participation

Candidates complying with the profile for the job should apply to the ESICM Secretary, using the appropriate application form. Selection of candidates will be made by the Executive Committee based on the pre-established profile according to the information enclosed in the application form and compliance with the person specification. Attendance for interviews may be deemed necessary by the Executive Committee. Candidates deemed by the Executive Committee to meet the required profile are presented to the Search Committee for nomination.

Election and term of office

- The Search Committee shall decide by vote, the winner being the candidate with the majority of votes. In the case of an equal vote, seniority (in terms of duration of ESICM membership) will decide the outcome; in the case of equal seniority, the vote of the President shall prevail.
- The Chairperson will serve for a two-year term of office, renewable once.
- Selection details and term of office are explained in the General SOPs

Job description

Background information

The Methodology Group is a permanent committee of the Research Committee and is responsible to provide methodological expertise in guidelines or to identify possible nominees for methodological support for the guidelines. The group is also in charge of organising activities about methodology in systematic review and guidelines.

Responsibilities

- The Chairperson has to nominate, with the approval of the Executive Committee, the 4 members who will compose the Methodology Group.
- To coordinate activities of the group, to provide expertise in guidelines or to identify possible nominees for methodological support for the guidelines
- to organise regular educational activities

Reporting relationships

The Chairperson of the Methodology Group reports to the Research Committee.

ESICM Members to the European Board of ICM

Prerequisites for Candidates

Profile

- Candidates must be an ESICM Ordinary member or Honorary member
- Candidates must be working in Europe
- Candidates must hold an official position in the society at the time of their appointment to the Board, either as Council members or through formal appointment to one of the committees

They are expected to

- Represent the spectrum of intensive care training and education, including continuing professional development, in the member countries of the EU
- Represent the broad spectrum of intensive care practice, including major sub-speciality intensive care (medical, surgical, paediatric etc).

Election and term of office

Mandatory ESICM members of the Board include the Presidential posts (President, President-elect, Past-president), the Chairperson of the Education and Training Committee, the Chairperson of the Congress Committee, and the Chairperson of the CoBa-Faculty, and the honorary Secretary. Their respective terms of office are defined in the SOPs. The other three ESICM members of the Board will be identified by nomination (including self-nominations). Nominations for membership will be received by the Education and Training Committee which will make recommendations to the Executive Committee for formal approval. In the unlikely event of dissent, the appointment process will be managed by a formal vote by Council.

The other ESICM representatives will be appointed for three years; they may be re-appointed to the Board for a second three-year term (thus, a maximum term of six years).

Job description

Background information

The European Board of Intensive Care Medicine (EBICM) is a working group of the UEMS Multi-Disciplinary Joint Committee (MJC) in Intensive Care Medicine. The Board will provide educational credits for international meetings and training programmes, and work to harmonize standards of training and accreditation in intensive care, in partnership with national organisations. This may involve developing standards for ICM training and accreditation and a visiting programme.

Responsibilities

- To adequately represent the ESICM interests within the European Board of ICM