

European Society of Intensive Care Medicine

ESICM Job Descriptions for ESICM Officers

Title	Version	
Job Descriptions for ESICM Officers	24.3.2025	ESICM-OI-JDO

	<i>Function</i>	<i>Name</i>	<i>Date</i>	<i>Signature</i>
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Reviewed	EC Members			

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

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. Any 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 have been ESICM Ordinary members for at least the last five consecutive years or Honorary members.
- Candidates must be or have been an elected member of the Executive Committee or a Section Chair within the last ten years, i.e. have completed their term of office within the last ten years.
- 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 profile description and expectations specified for the position. The Executive Committee will interview candidates as part of the selection process. Attendance at these interviews is compulsory. Candidates deemed by the Executive Committee to meet the required profile are presented to the Ordinary and International members in good standing for the last three consecutive years and to the Honorary members for election by ESICM secured electronic voting system.

Election and term of office

- The Ordinary and International members in good standing for the last three consecutive years and the Honorary 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.

