



## Section president – job description

This document is a summary of the benefits and duties of EUPHA section presidents. More information can be found in the EUPHA Section rules.

### Advantages of becoming a EUPHA section president:

- It provides an excellent opportunity to expand your network under the auspices of EUPHA.
- It will grant you visibility in the EUPHA network and the chance to put your topic on the agenda of the EUPHA tools (e.g. EJPH articles or columns, EPH Conferences, and EUPHA webinars).
- You can be invited to attend European meetings on behalf of EUPHA.
- You can speak in public on your section's topic after informing the EUPHA office.
- You will plan the activities of EUPHA in your field of expertise.
- You can instigate EUPHA and EUPHA section statements.
- You will be invited to respond – on behalf of EUPHA – to public consultations for policy plans of the European Commission.
- You can instigate project proposals for external funding. Any such proposals will have to be elaborated in collaboration with the EUPHA office to ensure coordination with other EUPHA bodies.
- You can be part of the EUPHA Rapid Responses Team to reply to politicians' and journalists' questions.
- You can organize pre conferences to the European Public Health Conference at no costs.
- You can plan activities with your network during the annual Join the Network meeting.
- You are invited to set up a steering committee and nominate 1-2 vice-presidents to help you with the tasks. The EUPHA office is available for help and advice as well.
- You will be invited to co-chair sessions at the EPH Conference.
- You will be a member of the International Scientific Committee of the European Public Health conference.
- You can organize webinars for the section.

### Procedural aspects of being a EUPHA section president:

- Section presidents are appointed by the section members. The appointment is for three years. The president can be re-nominated once.
- Section presidents have to be a EUPHA member. The same goes for other section officials.
- The section president will have a seat in the Section Council. He/she can be replaced by the vice-president.
- The president attends the Section Council meeting in January/February. The Section Council meeting in November can be attended by both the president and the vice-president (main objective: to evaluate the conference).
- The section president is responsible for regularly providing updates for the section specific webpages of the EUPHA website.
- The section president should send at least 2 newsletters/year to the section members.
- The section president manages the section's twitter account. This can imply sharing content her- or himself, or sharing/delegating this task to others (e.g., vice-president).
- The section president ensures that 3 active members of the section are part of the International Scientific Committee, responsible for scoring the abstracts submitted to the EPH Conference.
- The section president is responsible for providing the EUPHA office with a draft annual report in September and a final annual report by the end of December.
- The section president coordinates the section's involvement in the activities of EUPHANxt.