

Section president – job description

Requirements of becoming a EUPHA section president:

- You are a member of EUPHA.
- You are based in the WHO European region.
- You are proficient in English (spoken and written).
- You have the relevant expertise in the section's subject area.
- You have no conflict of interest with the pharmaceuticals, alcohol, gun or tobacco industry.

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 (EUPHA will reimburse travel and other expenses).
- 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 and organize webinars by using EUPHA office's Zoom account.
- You can initiate 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 organize pre-conferences and workshops to the European Public Health Conference at no cost. (You receive a waiver for the EPH Conference, excluding travel and accommodation).
- Organise section webinars via EUPHA's zoom account.

Tasks of the EUPHA section president:

- Set up a Steering Committee and nominate 1-2 vice-presidents to help you with the tasks, whom should all be members of EUPHA. The EUPHA office is available for help and advice as well. Aim to be as diverse as possible in gender and location. The vice-president cannot come from the same institute as the president.
- Hold at least 2 yearly online meetings with the Steering Committee.
- Attend the yearly Section Council meeting in February in Utrecht or have the vice-president attend.
- Attend the yearly online Section Council meeting in September or have the vice-president attend.
- Yearly send out a minimum of two informative newsletters to the section subscribers (not counting announcements of webinars, workshops, pre-conferences, etc).
- Be part of the Rapid Responses Team to reply to politicians' and journalists' questions.
- Be a mentor in the EUPHANxt programme
- Be part of the EPH Conference International Scientific Committee and score abstracts and organize three active section members for this task.
- Organize at least one event during the European Public Health Week (EUPHW) in May.
- Submit at least one workshop or pre-conference for the EPH Conference. If not accepted organize a webinar after the conference for the section subscribers.
- Chair the section's Join the network meet during the EPH Conference where activities for the upcoming year can be discussed.
- Manage the section's social media accounts. This can imply sharing content her- or himself, or sharing/delegating this task to others (e.g., vice-president).

When holding multiple positions within sections, to be able to fulfil fully the role and responsibilities, the following rules apply:



- A section president cannot serve as a vice president in another section but may hold one additional role as either a steering committee member or a section member.
- An individual can serve as vice president in up to one section and as a steering committee member in up to two sections.
- If a person does not hold any other leadership role, they may serve as a steering committee member in up to three sections.