

## Nominations Committee

### Committee Composition

Chair: A member of the Executive Committee, designated by the Executive Committee.

Full members: 2 Executive Committee members, designated by the Executive Committee.

3-4 members proposed by the Committee and ratified by the Executive Committee. They are chosen based on a combination of geographical and scientific considerations.

They should be respected scientists with a record of excellence and with a broad range of scientific activities. Candidates are expected to provide a CV, list of publications, and information on activities concerning editorial boards etc.

Ex-officio members: ESE President.

Co-opted members: Not permitted.

Quorum 4 (incl. one Executive Committee member)

### Duration of Service

Chair: Co-terminous with office.

Full members: Term of office is two years; any member will not serve longer than two terms.

Term of office for Executive Committee members is co-terminous with office.

Ex-officio members: Co-terminous with office.

Co-opted members: Not permitted.

Reporting The Nominations Committee reports to the ESE Executive Committee through the Nominations Committee Chair.

Meetings Usually one meeting a year however, additional meetings may be arranged by teleconference.

Remit 1. The work of the Nominations Committee is an extremely important activity as it nominates the candidates for the ESE Executive Committee as well as the candidates for the offices of President and Vice-President.

2. The Nomination Committee members are not eligible for being put forward for election during their term of office on the Committee.
3. The Nominations Committee will seek proposals for nominations from individual members of ESE and affiliated endocrine societies.
4. Nominations Committee selects two candidates for each vacancy on the ballot paper.
5. The Nomination Committee will take into account areas of expertise, geographical distribution and gender when selecting nominees.
6. At any given time at least 2 basic scientists should be members of the ESE Executive Committee and the Nominations Committee will take this into account as a priority when deciding on the nominations.
7. The selection of nominees should ideally be carried out 6 months, but at least 4 months, prior to the next AGM of ESE, to allow for review of the ballot by the ESE Executive Committee and subsequent distribution of the ballot to the membership at least 1 month prior to the next AGM.
8. The ESE Executive Committee have a veto right. If a nomination is vetoed, a joint discussion of the Nominations Committee and ESE Executive Committee should take place.
9. Nominations for candidates for President should be taken at least 6 months prior to the next AGM, to allow for detailed discussion and feedback on those nominations by the ESE Executive Committee.

### Additional notes

- Committee members should make every effort to attend all meetings. Any Committee member who does not attend any meetings in a year will be asked to step down, other than in exceptional circumstances.
- All Committee members need to be paid up members of the Society.
- All papers and minutes must be treated in strictest confidence.
- All Committee members must act in the best interest of the Society. Any potential conflicts of interests should be declared at the start of the meeting or as they arise, and the member concerned should take no part in the discussion.
- The Chair should not serve a second consecutive term of office, unless there are exceptional circumstances identified by the Executive Committee.

### Current membership

#### Chair

Andrea Giustina (until 2013)

#### Full members

Jerome Bertherat (until 2012)

Felipe Casanueva (until 2013)

Ulla Feldt-Rasmussen (until 2012)

Beata Kos-Kudla (until 2013)

#### Executive Committee members

Wiebke Arlt (until 2013)

Ilpo Huhtaniemi (until 2015)

#### Ex-officio

Philippe Bouchard (ESE President)