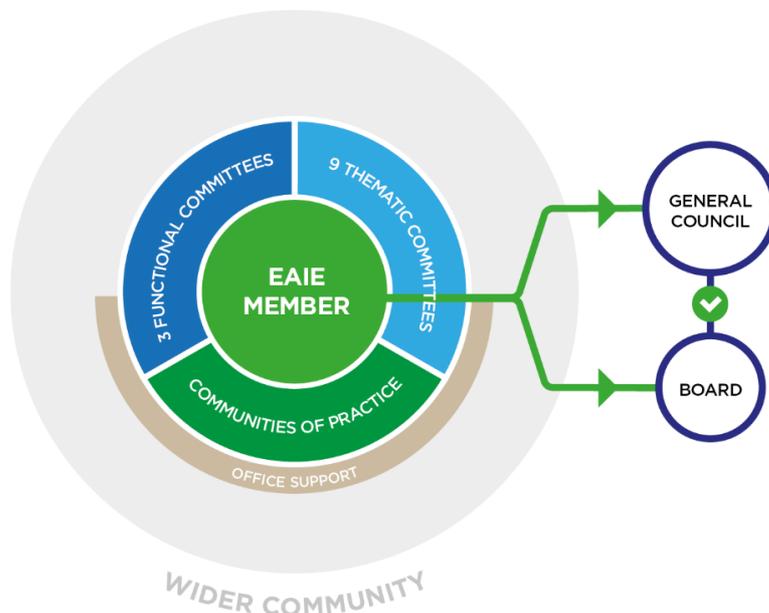


2026 Board member profile

The EAIE is seeking one Board member, with a commitment to advancing the EAIE's mission and purpose in accordance with the EAIE's values. As an executive body, the Board is a group of leaders who guide the future of the Association by developing and implementing the strategy as approved by the General Council. The General Council provides oversight of the organisation's long-term vision, budget, and accounts.



Benefits of having a Governance role

- **Active advocacy:** Champion and actively promote the mission and vision of the Association, becoming a dedicated face and ambassador for our goals
- **Legacy:** Secure your place in the Association's history by providing a seal of approval on its current activities and future goals
- **Voice of the community:** Respond to current issues that affect the international education sector on behalf of the EAIE community
- **Strategic contribution:** Work closely with the General Council and Committees to fulfil the Association's strategic goals and objectives
- **Inspiration:** Provide inspiration and motivation for the community
- **Extra perks:** Reduced conference registration fees and annual meetings around Europe

Required skills and attributes

Proven performance in the international education sector

A solid track record of using one's knowledge, talent, skills and vitality to contribute to the

success of programmes, events or projects is essential for this position. Unlike a manager, a leader inspires, motivates, and engages stakeholders to achieve these successes. Prior non-profit Board experience is highly valued.

Strong problem-solving and decision-making skills

Experience of adapting to unexpected circumstances combined with the ability to think critically and make swift, sound decisions regarding a course of action.

Strategic and generative thinking skills

Board members are visionaries. They identify and articulate opportunities for the Association. They recognise the relationships among various bodies within the Association and aim to maximise synergy.

Commitment to teamwork

Many people contribute their efforts toward the realisation of the Association's goals and objectives. Board members should have well-developed interpersonal and intercultural communication skills. A demonstrated commitment to the EAIE and its values, mission, and goals is essential to the role, as is dedicating the time to serve.

Sound judgment and integrity

The role will require a commitment to the wider goals of the EAIE, and this will at times mean subordinating special interests for the greater good of the Association, including the need to make decisions that may not be popular with some members.

Role and responsibilities

The Board's primary focus is governing the Association. This includes providing financial oversight of the organisation and regularly monitoring and evaluating its programmes and services to ensure they remain aligned with the strategic plan.

Board members communicate with the Executive Director and EAIE Office, Volunteers and the international education community regarding the organisation's focus and are responsible for enhancing the organisation's public standing. In particular, they liaise with the Association's various Thematic Committees and Functional Committees in order to keep a finger on the pulse of the organisation and be able to adjust and evolve its activities.

Serving as an EAIE Board member offers the opportunity to be at the very centre of the Association's activities. Professionally, Board members receive recognition, visibility and high-level networking opportunities that benefit both them and the institution for which they work.

However, it is also a substantial commitment that does require a considerable investment of time. Board members are expected to attend, prepare for, and actively participate in all scheduled Board meetings (at least 5 per year), with some meetings lasting 2 days.

Role of Vice-President (optional)

Candidates who wish to do so may indicate their interest in the role of Vice President, in addition to the Board position. The role of Vice-President requires additional investment of time, as they will be in regular communication with the President as well as the Executive Director (including in a biweekly meeting). In the absence of the President, the Vice-President will also be responsible for chairing General Council and Board meetings. Along with the President and the Executive Director, the Vice-President will periodically represent the Association in the field through a variety of means, including conferences and participating in projects in the field. As such, the Vice-President should be comfortable with travelling for the role.

After a new Board member is appointed, applications from both standing and newly appointed Board members will be reviewed by the General Council to assign the role of Vice President

Length of term

All Board members (including the Vice-President and President) are appointed for a term of no more than three years and are eligible for reappointment for one additional consecutive term of a maximum of three years. After expiry of their reappointment term, a Board member will not be eligible for reappointment to the Board until after expiry of a three-year period. Any Board member (including the Vice-President) may apply for the role of President when there is a vacancy.

Reimbursement

Travel (economy class) and accommodation costs for attending Board meetings and any other necessary preparatory meetings are covered by the EAIE budget. Due to the increased time commitment and level of responsibility, both the Vice-President's and President's employer is compensated for their time. Further details are available upon request from leadership@eaie.org.

Appointment process

All Board members are appointed from among the members and follow the same appointment process. Vacancies for the Board are communicated to members via a profile outlining the required expertise and background. Applications will be shared with the Appointments Advisory Committee, which will select candidates for interview. The Appointments Advisory Committee will recommend one candidate for the vacancy to the General Council and will recommend one of the Board members for the role of Vice President. The General Council will appoint Board members and assign the role of Vice President, based on the Appointments Advisory Committee's recommendation. The Appointments Advisory Committee will act confidentially. All candidates will be notified of the results, and successful appointments will be announced on the website via a blog post.

Eligibility criteria

- Applicants must be members of the Association.

- Applicants may only apply to one open role within the EAIE.
- Applicants must not hold any other role within the EAIE once their term commences.
- Applicants must sign the EAIE Commitment statement.
- Applicants seeking appointment as a Board member with the additional responsibilities of Vice-President should indicate this on their application form.
- As part of their application, applicants must provide:
 - A letter of intent, detailing their suitability for the role as a Board member and as Vice-President or President (if applicable) and outlining their vision for the EAIE
 - Copy of their CV, with details of their background and experience

Code of conduct and avoidance of conflicts of interest

In line with the EAIE Code of Conduct, individuals holding elected or appointed positions within EAIE governance or committee structures are not eligible to apply for **EAIE grants or funding** for activities outside the scope of their volunteer mandate during their term of service. This policy is designed to prevent any perceived conflict of interest and to uphold the impartiality of the Association's funding decisions.