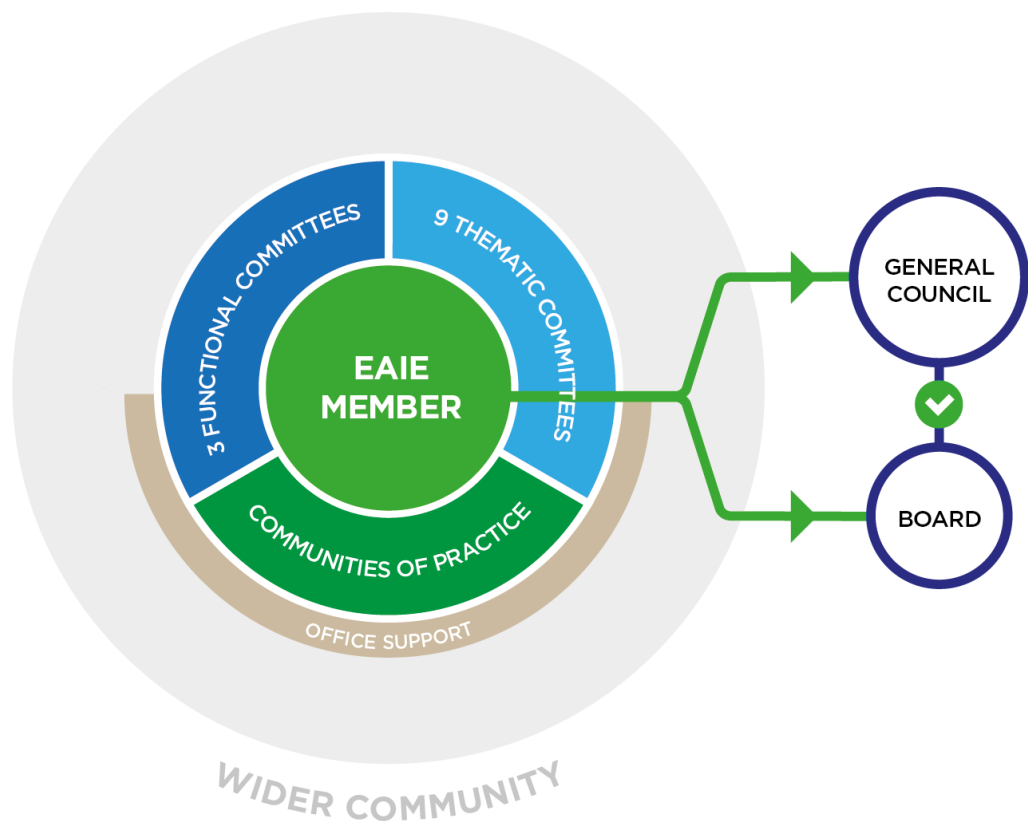


2024 Board member profile

The EAIE is seeking four (4) Board members, including the role of Vice-President, 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 for the long-term vision, budget and accounts of the organisation.



Role and responsibilities

The main focus of the Board is in governing the Association. This includes providing financial oversight for the organisation, and regularly monitoring and evaluating the organisation's programmes and services to ensure that they remain in line with the strategic plan.

Board members communicate with the Executive Director and EAIE Office, volunteers and the international higher 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 the 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 four per year). The role of Vice-President requires additional investment of time, as they will be in regular communication with the President and Executive Director, will be responsible for chairing General Council and Board meetings in the absence of the President and will occasionally 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.

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 international higher education 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

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, the Vice-President's employer is compensated for their time. Further details can be provided on request from leadership@eaie.org.

Required skills and attributes

Proven performance in international higher education

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. Different from the role of a manager, a leader inspires, motivates and engages with 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 that exist among various bodies within the Association and try to ensure that there is as much synergy as possible.

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, in addition to 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.

Length of term

All Board members (including the Vice-President) are appointed for a term of no more than three years and are eligible for reappointment for one additional consecutive term of maximally 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.

Process

All Board members (including the Vice-President) are appointed from among the members and follow the same appointment process. Vacancies for the Board are communicated to the members via a profile, outlining the expertise and background required of a Board member. Applications will be shared with the Appointments Advisory Committee who will select candidates for interview. The Appointments Advisory Committee will recommend one candidate for each vacancy to the General Council. The General Council will appoint the Board members on the recommendation of the Appointments Advisory Committee. The Appointments Advisory Committee will act in a confidential manner. All candidates will be notified of the result and the successful appointments will be announced on the website via a blog.

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 the 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 (if applicable) and outlining their vision for the EAIE
- Copy of their CV, with details of their background experience