



EUROPEAN
FEDERATION OF
THE ASSOCIATIONS
OF DIETITIANS

Call for nominations for members of EFAD Conference Scientific Programme Committee

EFAD is looking for dietitians to join the EFAD Conference Scientific Programme Committee

Terms of Reference for EFAD Conference Scientific Programme Committee (ECPC)

Purpose: to develop topical and relevant scientific programmes for EFAD conferences

1. Support EFAD to achieve its mission and vision with respect to excellence in dietetic practice through their conferences, show casing excellent practice in dietetics and nutrition and challenging European dietitians to enhance their practice.
2. Set-up small task and finish groups as appropriate to support the development and delivery of the scientific conference programme
3. Advise on required content of each topic, to enable organising committee to direct speakers appropriately
4. Exchange views and provide feedback especially on the evaluation of the conferences and on the conference website
5. Exchange information with the EFAD Executive Committee and EFAD Conference Organising Committee as they request, including to update or review these Terms of Reference.

ECPC members will not be reimbursed for their work, but any previously approved expenses incurred on behalf of EFAD will be reimbursed.

To support ECPC EFAD will

1. Use its contacts to help the ECPC in their work whenever possible.
2. Enable the ECPC to use the EFAD web site for internal and external communication. ECPC will be responsible for keeping this information up to date.
3. Contribute to publicity about the conference through EFAD's communication platforms (website, newsletter).

Membership of the ECPC will be for 4 years initially.

Selection Criteria

- A qualification in dietetics
- Experience in research
- A wide network of dietetic researchers

- Willingness to actively manage and develop the role of the ECPC (Experience of working on a scientific programme committee would be advantageous but is not essential)
- Membership of an EFAD member organisation (or a Higher Education Institute eligible* for, and planning to apply for, EFAD Education Associate Membership when possible) (Note: if the supporting HEI does not join EFAD the candidate will be asked to resign their position)

Selection process

- The Executive Committee will decide which of their members will be involved in the selection panel.
- After the deadline for nominations has passed all nominations and supporting documentation will be forwarded to the selection panel.
- Their decisions will be forwarded to the Executive Committee for approval.
- The decision of the Executive Committee is final, and discussion with candidates or nominating organisations will not be entered into.
- All candidates will be informed of the decision of the Executive Committee by email.

Nomination procedure

Nominations must be accompanied by 4 documents:

- Curriculum Vitae
- Letter of motivation
- A reference confirming candidate's research experience
- Letter of recommendation from an EFAD member National Dietetic Association or Higher Education Institute (HEI). Should an HEI's nominee be selected, that HEI will be expected to apply for "Education Associate Membership" of EFAD.

Deadline for nominations – 30 March 2016

Please send your nomination, with all accompanying documents to:

Judith Liddell
 EFAD Secretary General
secretariat@efad.org

*** "Education Associate membership" is open to all Higher Education Institutions in Europe that are:**

- recognized by the NDA member(s) of EFAD in their country (where these exist)
- teaching dietitians that are recognised by the National Legal Authority
- teaching (or working towards teaching) dietetics at the level described in the following standards at point of qualification:
 - European Academic and Practitioner Standards for dietitians
 - European Practice Placement Standards for Dietetics
 - European Dietetic Competences and their Performance Indicators
 - European Pedagogic Standards for Dietetic Practice Placement Teachers

(all above standards are available at <http://www.efad.org/everyone/2417/5/0/32>)