



European Society of Contraception and Reproductive Health

ESC Central Office - Opalfeneweg 3 - 1740 Ternat - Belgium

Tel. + 32 2 582 08 52 - Fax +32 2 582 55 15

esccentraloffice@contraception-esc.com - www.contraception-ESC.com

GENERIC APPLICATION FORM

to be used for applying for the following posts:

- **Executive Committee (EC)**
- **Internal Scientific Committee (ISC)**
- **Editorial Team (ET) to include Editor-in-Chief and Editors**
- **Expert Groups (EG)**

Candidates who would like to apply for the Editorial Board should use a separate form (available on the ESC website or contact the Central Office at esccentraloffice@contraception-esc.com)

Introduction

Application	<p>Please read the descriptions of the posts before applying ! Details are included in the Statutes, Rules and Policies and are available on the ESC website.</p> <p>All new members standing for election or current members standing for re-election to one of the above mentioned posts, must complete this application form.</p> <p>Applications should be in English. All meetings and correspondence are in English.</p> <p>Applicants must be able to commit the time and resources requested of them as a member of one of the above committees or groups</p>
Who can apply?	<p>Any paid-up member of ESC may apply, regardless of professional group.</p> <p>Candidates for the Executive Committee must have been Board Members for at least one period of 2 years to stand for the EC.</p> <p>Candidates for the Internal Scientific Committee must be Board members at election. ISC members may be newly elected Board members.</p> <p>Candidates for the Expert Groups can be Board members or non Board members. Non Board members do not have to be members of ESC, but ideally would be members.</p>

	Candidates for the Editorial Team can be Board members or non Board members.
Deadline	The completed application forms are returned to the CO. The closing date will be 12 April 2010 . Because, the new rules have to be ratified by the General Assembly, this year we will be obliged to accept late applications.
Voting process	<p>Applicants may apply for as many vacancies on ESC committees and groups as they wish.</p> <p>Voting at the Board will be in the following order: Executive Committee, ISC, Editorial team and then EGs.</p> <p>Applicants will be removed from subsequent voting rounds if already appointed and ineligible to stand for a further post or if they themselves wish no longer to be considered.</p> <p>Applicants should review the table below to see whether they may be a member of more than one committee or group.</p>

	EC	ISC	ET	EG**	EB
EC		NO*	NO	YES	YES
ISC	NO*		YES	NO	NO
ET	NO	YES		YES	NO
EG**	YES	NO	YES		YES
EB	YES	NO	NO	YES	

EC = Executive committee (* one member of the EC is on the ISC)

ISC = Internal Scientific committee

EG = Expert Group ** a member may only belong to one expert group at any one time

ET = Editorial Team

EB = Editorial Board

Part A Name and contact details of the applicant

Full name of applicant	
Job title	<input type="radio"/> Medical doctor <input type="radio"/> Nurse <input type="radio"/> Midwife <input type="radio"/> Counsellor <input type="radio"/> Student <input type="radio"/> Other
Address (work)	
Tel no. (work)	
Fax no. (work)	
E-mail (work)	
Address (home)	
Tel no. (home)	

E-mail (home)	
Mobile	
Date of submission of this form	

Part B I wish to apply for the following posts

Tick (O) all posts for which you wish to apply.
For each post note whether this is a new application or a request for re-election!

<input type="radio"/> Executive Committee (all posts are vacant)
<input type="radio"/> President
<input type="radio"/> Vice-President
<input type="radio"/> Secretary General
<input type="radio"/> Assistant Secretary
<input type="radio"/> Treasurer
<input type="radio"/> Assistant Treasurer
<input type="radio"/> Internal Scientific Committee (vacancies)
<input type="radio"/> Editorial Team
<input type="radio"/> Editor-in-Chief (vacant post)
<input type="radio"/> Editors (vacancies)
<input type="radio"/> Expert Group
<input type="radio"/> Sexual and reproductive health and education (vacancies)
<input type="radio"/> STI (vacancies)
<input type="radio"/> Abortion (vacancies)
<input type="radio"/> Hormonal contraception (vacancies)
<input type="radio"/> Non-hormonal methods of contraception (vacancies)

Part C Application details

Qualifications
Present appointment(s)

In 50 words note relevant clinical, educational, research or other appropriate activities in S&RH activities
List all editorial experience (mandatory for application to the Editorial Team, but not mandatory for other posts.)
List the 5 most recent relevant/significant publications / presentations (within last 10 years)
List any previous work for ESC i.e. as Board or committee/group member
In not more than 50 words give your reason for applying for this post(s)
If you are applying for more than one post; then you should list the post applied for followed by the 50 word reason. Repeat this for each post.

Part D For Editor candidates only

Most important papers published during the past ten years <u>in peer-reviewed journals</u> (maximum five; references to be mentioned as for the EJCRHC).
<u>Experience as editor</u> # of scientific journals (names of journals; position: guest-editor, associate editor/editor, editor-in-chief; period: first and last year); # of books (names of editors in the order of appearance on the cover; title; town where published; name of publisher; year of publication).

<u>Experience as reviewer</u> # names of journals (maximum five); # total number of reviews (<16; 16-30; 31-50; >50) all journals being taken into account	
<u>Domains of professional/research/scientific expertise</u> (maximum five).	
<u>Knowledge of statistics</u> (basic; advanced; comprehensive).	
<u>Command of written English</u> (on a scale of 0 to 10: ...) <u>and ability to correct and edit linguistically an English language manuscript</u> (yes, all alone; yes, with assistance; no).	
I agree to coordinate the peer review of 12 manuscripts per year	Yes/No
I agree to edit the aforementioned manuscripts if deemed suitable for acceptance	Yes/No
I agree to write editorials (two in four years)	Yes/No
I agree to take up an additional activity/responsibility within the Editorial Team (like technical negotiations with the publisher, supervision of financial matters related to the Journal, other	Yes/No

Signed
Name

Date

Please return this form (by email) to:

ESC Central Office
Opalfeneweg 3
B-1740 Ternat, Belgium
Tel +32 2 582 08 52
Fax +32 2 582 55 15
esccentraloffice@contraception-esc.com