



Candidate Selection Criteria and Guidelines for Nominations Process 2024-2025 Term

The WGO Nominations Committee is seeking nominations for various positions within the World Gastroenterology Organisation (WGO).

The Nominations Committee will collect nominations from all WGO Member Societies including the Regional Associations. In addition, consideration will be given to the recommendations from the current committee chairs and the Governing Council.

Open Positions

Governing Council

- President-Elect – Serves a 2-year term as President-Elect, 2-year term as President, and 2-year term as Past President
- Treasurer – May serve up to a maximum of two, 2-year terms

Committees

The following committees are accepting members. These are two-year commitments:

1. Climate Change Committee
2. Clinical Research Committee
3. Endoscopy Committee
4. e-WGN Editorial Board
5. Finance Committee
6. Global Guidelines Committee
7. Hepatology Committee
8. IBD Committee
9. Nominations Committee
10. Publications Committee
11. Scientific Programs Committee
12. Train the Trainers Committee (applicants *must* have attended a TTT in order to be considered for this committee)
13. Young Members Committee (applicants *must* be under the age of 45)

Process

The Nominations Committee will review and discuss, via videoconference call and email, all nominated candidates and make their selection. Results will afterward be presented to the WGO Governing Council for approval followed by confirmation of interest from the nominated candidates. The Nominations Committee will then present the final slate of nominations to the General Assembly for final ratification in late 2023. Members will then begin their terms in 2024.

It is anticipated that we will receive many more applications than there are positions to be filled. While an individual's experience and expertise are of primary importance, the selection of the final list of nominations also takes into account geography, gender, specialty, and, where applicable, previous membership in WGO committees, task forces, projects and initiatives, in order to achieve diverse and balanced representation in each committee.

Required Documentation

To nominate your candidate(s), please complete the online nominations form via Jot Form using this link: <https://form.jotform.com/231515151304139>. One form should be submitted for each candidate you wish to nominate.

1. Please submit a brief curriculum vitae (maximum 800 words) of the candidate in English.
2. Brief explanation (maximum 300 words) as to why you feel this candidate would be suitable for the position you have selected.

3. Please submit any additional information that you would like for the WGO Nominations Committee to consider.

Requirements for President-Elect and Treasurer

For the positions of President-Elect and Treasurer, the Nominations Committee will only consider nominations of those candidates who have served *at least* one term previously on the Governing Council and have previously participated in or contributed to WGO committees or other major societal programs in a substantial way. The individual will have exhibited exceptional leadership ability and an extensive record of service and contributions to WGO. The candidate will be highly experienced and knowledgeable about all aspects of WGO and will ideally possess certain fundamental characteristics:

- **Vision and Leadership:** Exhibits leadership ability and an understanding of the scope of work of WGO and the opportunities presented by the organization; the ability to help set strategy and policy to help WGO achieve its mission, vision and goals.
- **Advocacy, Stewardship and Integrity:** The ability to serve and promote the interests and goals of WGO without forgetting the interests of WGO's members and other constituencies; the ability to contribute effectively in an international environment.
- **Experience and Knowledge:** A history of service and contribution to WGO. The ability and willingness to become thoroughly familiar with WGO's mission, vision, goals and basic governance documents, and how the organization actually carries these out day-to-day through its organizational structure and operations; an understanding of how the Executive Committee and Governing Council operate, that is, reach consensus, as single deliberating bodies.
- **Personal Commitment and Diligence:** The willingness to contribute the necessary time and effort to fulfill designated responsibilities, including understanding strategic, financial and operational issues facing WGO, asking questions and following up as needed, engaging personally with the organization, whether through financial support, advocacy, networking, or other personal support activities, and staying current on business, societal and governance principles, endeavoring to apply them to their work with WGO.
- **Collegiality:** The ability to work well with others and to show respect for the ideas and views of fellow leadership representatives and staff. Engage others in the work of the organization.

Please note that broad geographic and gender representation, as well as other demographic factors within WGO's governance structure, are also considered. Candidates for WGO Officer positions will ideally have an ability and capacity to communicate and network effectively and broadly. In addition, for some Officer positions it may be important to consider particular backgrounds or types of expertise or access to key constituents or professionals that can be helpful to the organization.

Summary of Officer Positions:

WGO President-Elect

The candidate for President-Elect will have served at least one term previously on the Governing Council and will have previously participated in or contributed to WGO committees or other major societal programs in a substantial way. The individual will have exhibited exceptional leadership ability and an extensive record of service and contributions to WGO. The candidate will be highly experienced and knowledgeable about all aspects of WGO, and shall assist/represent the President in the conduct of the business of the organization. The position of President-Elect will be limited to one, two-year term of office, which will run from the approval of the General Assembly. The President-Elect will automatically become the next President when the term of the current President is completed.

Treasurer

The Treasurer shall be a statutory officer of WGO, and is responsible to the Governing Council for the finances of WGO. The Treasurer is required to keep appropriate accounts, to have such accounts

appropriately audited on an annual basis and presented to the Finance Committee, and to invest the funds of WGO on the advice of the Finance Committee.

The Treasurer is also the Chair of the Finance Committee. The Treasurer shall examine the credentials of the member society delegates prior to any General Assembly of WGO, and present these credentials to the Governing Council of WGO for their approval as a prerequisite for gaining admission to the General Assembly. The Treasurer shall serve two, two-year terms of office from the approval of the General Assembly. The candidate for Treasurer will have previously participated in or contributed to WGO committees or other major societal programs in a substantial way.

Responsibilities for all Governing Council Members:

- Actively participates in regularly schedule teleconferences.
- Ensures ongoing communication with the Governing Council as well as the membership.
- Serves as the liaison to one or more committees as appointed by the Governing Council.
- Maintains relationships with sponsors.
- Is available to any member by phone or email to answer questions, provide consultation, and respond to concerns; refers questions to appropriate staff for follow-up.
- Keeps Governing Council and staff informed about issues or trends of concern to members.
- Reports significant problems or concerns to the appropriate staff, GC member, or committee chair.
- Assists in carrying out the duties of the Governing Council to help set the strategic direction using available resources of the organization.
- Becomes familiar with the WGO bylaws, policies and procedures, organization functions, and the conduct of effective meetings.
- Works closely with staff to accomplish position responsibilities.
- Represents organizational issues to external groups as requested.

General Requirements of Candidates for Committee Roles

While much of the work of committees and interest groups are conducted via email and videoconference calls in order to provide the opportunity for all members to participate and to manage costs effectively, we do request that candidates possess or demonstrate the following:

- Attend and actively participate in meetings and teleconferences
- Assist the committee in developing and executing a plan to achieve the goals of the committee
- Contribute the necessary time to projects and programs of the committees.
- Exhibit leadership ability and an understanding of the scope of work of WGO and the opportunities presented by the organization. This includes having an understanding of WGO's mission, values, and objectives.
- Exhibit collegiality: work well with others and show respect for the ideas and views of fellow members, representatives and staff. Engage others in the work of the organization.
- Participate in the quarterly videoconference calls of the committees and interest groups. (please note that WGO cannot undertake to cover costs of travel or accommodation and no grants are provided to committee members).
- Attend the annual in-person meeting (if able) which may be either a WGO co-sponsored meeting or World Congress.

Balanced Representation and Distribution

WGO pays special attention to an equal distribution of its committees and interest groups. While an individual's experience and expertise are of primary importance, the selection of the final list of nominations also takes into account broad geographic and gender representation as well as other demographic factors within WGO's governance structure. Where applicable, previous membership in WGO committees, interest groups, task forces, projects and initiatives will also be considered, in order to achieve diverse and balanced representation in each committee.

View [WGO's Diversity, Equity and Inclusion Statement](#).

Timeline and Submission Information

The deadline for submissions to the Nominations Committee is **17 July 2023**. Nominations can only be submitted online, via Jot Form using this link: <https://form.jotform.com/231515151304139>.

2024-2025 WGO Nominations Calendar (at a glance)

- Nominations Open: 2 June - 17 July
- Applications Deadline: Monday, 17 July
- Committee and Board Review: July and August
- Candidate Notifications: September
- Notification to General Assembly: October
- Ratification by General Assembly: December
- New terms begin in 2024

Should you have any questions, please email Marissa Lopez, WGO Executive Director, at mlopez@worldgastroenterology.org.