

Membership of the Education and Training Committee of ESSO

1. Term of office

In most cases members are elected for a period of 2 years which may be renewed by the ESSO board for a further 2x2 years subject to satisfactory performance. No member may remain for longer than 6 years unless elected as the Chair of the committee or exceptional cases.

Satisfactory performance will be reviewed by the board annually and will take into account levels of activity and attendance at face to face meetings and teleconferences.

2. Election to the ETC

Potential candidates will be nominated to the ESSO ETC once a vacancy is projected following appropriate announcement. Nominees must submit a letter of application, a CV and a letter of support from a member of the board or ETC. The board will elect the new member(s) during its winter or congress face to face meeting following the recommendations of the ETC. Candidates must demonstrate an active commitment to education and training and academic surgical oncology. The board will also consider the geographic and speciality mix of the committee in making its decision.

The EYSAC member of the ETC is the chair of the EYSAC who may attend with their deputy and are in post for a period of 2 years.

Name	Position	Gender	Nationality	End of mandate (after 2 renewals)
Lynda Wyld	Chair	F	British	Sep-18
Sergio Sandrucci	Vice-Chair	M	Italian	Sep-24
Geerard Beets		M	Dutch	Sep-19
Ibrahim Edhemovic		M	Slovenian	Sep-18
Duveken Fontein	EYSAC representative	F	Dutch	Sep-18
Zoltan Matrai		M	Hungarian	Sep-21
Dawid Murawa		M	Polish	Sep-18
Daniel Perez		M	German	Sep-18
Karolo Polom	EYSAC chair	M	Polish	Sep-18

3. Roles and responsibilities

The ETC has a number of responsibilities:

- a. Scoring of and selection of candidates for the major and minor fellowships each year
- b. Maintaining and developing content for the ETC web pages
- c. Developing new educational courses and maintaining and enhancing the present portfolio following regular evaluation based on evaluation reports from participants and

- feedback received from the faculty. Running the EBSQ exam (exam setting, standard setting and examining)
- d. Assisting during the ESSO congresses with abstract marking, poster and video marking, session chairing
 - e. Support for the development of the EYSAC
 - f. Development of promotional material for the portfolio of courses
 - g. Sponsorship suggestions for educational activities
 - h. E-learning initiatives
 - i. Reporting on activities to the Board of ESSO

It is proposed that committee members will have specific roles, such as lead for certain courses (development, organisation, quality assurance, finance), deputy lead for the exam, lead for the fellowships etc.

The ETC has 2 face to face meetings each year. One in the winter (usually February) in Brussels at the ESSO office. This meeting usually takes all day (9:00 or 10.00-16.00) and may be preceded by a group dinner the evening before for those who can attend. The second face to face meeting is held during the ESSO or European Cancer Congress in September. In between there may be 2 or 3 teleconferences. In addition the group may arrange a 'retreat' or weekend long meeting to facilitate team interaction and strategic developments.

4. Termination of appointment

ETC members will automatically demit office after a period of 6, 4 and 2 years subject to approval by the board of ESSO. It is realised that ETC members have busy professional commitments and will be unable to attend all activities, however if 3 consecutive ETC meetings are missed it will be presumed that the member is no longer able to commit sufficient time to the ETC and they may be asked to demit office prematurely.

5. Travel and other expenses

Attendance at ETC meetings will be funded by ESSO. The ESSO staff will be happy to arrange travel and accommodation. Travel may be arranged personally and reimbursed according to the ESSO policy for reimbursement of travel expenses.