

## CANDIDATE FORM 2022 ESPNIC ELECTIONS: SECRETARY

*Please kindly fill in the form in **BLOCK** capital letters.*

### CONTACT DETAILS

**First name(s)** Matteo **Last name(s)** Di Nardo

**Address:** [REDACTED]

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 **Mobile phone:** [REDACTED]

### CANDIDATURE

#### **EC members Profile**

An ESPNIC Executive Committee member is expected to have the following prerequisites:

- Be an experienced, accredited senior health professional in the field of paediatric and/or neonatal intensive care
- Have an established track record in education, teaching, research and publication
- Be experienced and competent in medical/nursing, administrative and political areas
- Preferably have previous experience at National/ European/International (paediatric and neonatal) Intensive Care Society level
- Show commitment and be in a position to sustain reliable communication (especially e-mail) with the ESPNIC Office
- All positions require a substantial commitment of time and energy. Consequently, candidates should be willing to commit himself/ herself to the task

#### ***Duties of the Executive Committee***

- The Executive Committee is in charge of the management of the Society
- The Executive Committee holds the decision power regarding Society matters
- The Executive Committee represents the Society
- The Executive Committee holds meetings in regular intervals, at least two in-person meetings per year

- The Executive Committee delegates specific tasks to committees of the Society

#### Terms of reference :

##### 1) **SECRETARY- *The terms of office are 3 years renewable once.***

- Lead the administration of ESPNIC
- Contribute to strategy and objective setting for the Society
- Coordinate the membership strategy
- Contribute to the elaboration of contracts and agreements
- Coordinate the elaboration and review of the Standard Operating Procedures
- Plan and review communication to ESPNIC members and allied societies
- Organise and prepare elections for all ESPNIC positions
- Contribute to the development of all aspects of the Society
- Liaise with other allied societies and maintain relationships

#### **Personal statement (250 words max.)**

To the ESPNIC Executive Committee,

I have been participating to ESPNIC congresses and activities since 2010 and have been an active member of ESPNIC since 2018 and now I would love to *serve* this society as Secretary. I understand the big responsibility of this role and I am ready to allocate all the needed time for this endeavour.

I believe to be the right person to serve our society for several reasons:

First, I have done my best to support ESPNIC and create connections with other societies. As Pediatric section chair of EuroELSO, I have created the partnership between ESPNIC and EuroELSO yet in 2018 and in 2019 we had our first joint scientific session at the EuroELSO Congress in Barcelona. Second, I have been in the EuroELSO Steering Committee in charge for Communication and Contracts and I have accumulated a specific experience to manage and create financial support for grants, congress sponsorship, educational activities. I know that the ESPNIC Secretary is in charge of this and this source of financing is pivotal for the Society's life. I have also accumulated an experience in consensus methodology to draft recommendations, official statements and standard operating procedures: this experience will be also helpful for ESPNIC, as it matches with the Secretary duties and will contribute to the Society growth. *Last but not least*, I love my work and I am passionate for neonatal and pediatric critical care: ESPNIC is the right place to let our specialties grow and I am fully committed to that.



**DISCLAIMER**

**X** I herewith confirm that I am not currently being investigated by my regulatory body for fitness to practice incidents.

Date: 20/07/2022

Signature:

