

Brussels, 25 April 2025

Call for Applications: Join the EFG Advisory Board

Dear Colleague,

The European Federation of Geologists (EFG) invites expressions of interest from qualified and motivated individuals to join its **Advisory Board (AB)**.

Based on the new EFG Statutes (TITLE IV – Article 12 – Advisors), the EFG Board is opening a call for individuals interested in serving on the Advisory Board. The proposal for the Advisory Board was shared with the Council during the last two Pre-Council meetings and discussed at the Council meeting in Dublin (Spring 2024). This open call is based on those discussions.

As an integral component of EFG's governance structure, the Advisory Board provides strategic guidance, subject matter expertise, and supports the Federation's mission to promote excellence and sustainability in the geosciences across Europe and beyond. Members of the Advisory Board work in close collaboration with the EFG Board and Secretariat to help shape the direction and outreach of the organisation.

About the EFG Advisory Board

The Board has currently identified **five key roles** for the Advisory Board, each designed to strengthen EFG's capacity in essential areas:

- **Ethics Advisor**
- **Financial Advisor**
- **Global Ambassador**
- **Projects Advisor**
- **Student and Early Career Advisor**

AB members are appointed through a process of open call and active recruitment, based on demonstrated expertise, relevant experience, and alignment with EFG's strategic priorities.

Members support EFG under a **volunteer agreement** and are expected to commit up to **200 hours per year** (220 hours for the Chair), contributing through regular meetings, strategic input, and annual planning. AB members do not hold voting rights on the EFG Board but serve in a consultative and influential capacity.

To review the full scope of roles and responsibilities, please consult the attached document.

Advisory Board members are appointed for one year and their term can be renewed.

Why Join?

Becoming a member of the EFG Advisory Board is a unique opportunity to:

- Influence the strategic direction of EFG and the geoscience profession in Europe.
- Collaborate with high-level experts and decision-makers.
- Contribute to ethical, financial, and educational excellence in the geosciences.
- Support emerging professionals and strengthen global engagement.

How to Apply

If you are interested in applying for one of the 5 Advisory Board positions, please submit the following:

1. A brief **letter of motivation** indicating the position of interest and your vision for the role.
2. An up-to-date **CV** highlighting relevant experience and qualifications.
3. A **self-assessment of the applicant's language abilities** using the Common European Framework of Reference for Languages (CEFR) six-point scale.
4. Any further supporting documents you wish to include.

EFG values **Diversity, Equity, and Inclusion** and strongly encourages candidates from diverse backgrounds to apply.

Applications should be sent by email to info.efg@eurogeologists.eu no later than **9 May 2025**.

We look forward to welcoming new Advisory Board members who share our passion for advancing the geosciences and contributing to a vibrant, ethical, and globally connected EFG.

Yours sincerely,



Magnus Johansson
Secretary General
European Federation of Geologists (EFG)

Annex 1: Scope of the EFG Advisory Board and Role Descriptions

EFG ADVISORY BOARD

Advisory Board (AB) members report to the Executive Director, acting as a unified body to provide voluntary subject matter expertise, guidance to the EFG Board and operational support to the Secretariat in the interest of the organisation, expanding the reach of EFG. They are non-voting members of the Board with a signed contract for voluntary services (add a link to a blank form).

Organisation of the Advisory Board:

- (i) The AB will consist of five seats; Ethics Advisor, Financial Advisor, Global Ambassador, Projects Advisor, Student and Early Career Advisor (Youth);
- (ii) Members are selected by the Board through personal and/or active recruitment and vetting based on the knowledge, skills, and abilities necessary for the role;
- (iii) AB members are considered unpaid employees of EFG, and as such must sign a volunteer agreement and will receive annual performance evaluations from the Executive Director;
- (iv) AB members remain in their position for a term of one year. The Board may determine that they may serve for further terms until voluntary separation or deemed unfit/not sufficiently performing;
- (v) Thirty-day's-notice must be given by and to either party prior to separation;
- (vi) Advisors may claim from the EFG reasonable expenses incurred by them in undertaking their duties as Officers of the EFG. The arrangements for payment of expenses are as set out in Paragraphs 3.9 to 3.12;
- (vii) AB members may receive compensation from EFG for other roles and activities within the organisation such as working on European Union Projects, fee for signing sponsors, and/or providing training, as outlined in these regulations and deemed necessary and important by the Board.

All AB members shall volunteer up to 200 hours annually, to discharge these responsibilities by:

- (i) Meeting quarterly (at a minimum) as a full committee to address items of interest to the AB and Board;
- (ii) Attending AB and Board meetings upon invitation;
- (iii) Developing and presenting an Advisory Board Annual Report for the current year and an Advisory Board Workplan for the next year (to include budget for non-salaried expenses) to be presented at the fall EFG Council meeting;
- (iv) Select an Advisory Board Chair bi-annually, or sooner, if vacated.
- (v) Actively engage to meet the targets of the organisation's strategy and participate in the development of strategic documents;
- (vi) Liaise and/or meet with the Secretariat as needed.

ADVISORY BOARD CHAIR

The Advisory Board Chairperson shall volunteer up to 220 hours annually. The Chairperson is responsible for leading the Advisory Board in its actions and efforts to support the EFG Board in meeting the mission. They will discharge these responsibilities;

- (i) Leading a cohesive team of advisors to enhance the performance of the Board and EFG in meeting the mission and advancing the Strategic Plan of EFG;
- (ii) Coordinating meetings of the Advisory Board as needed, but no less than quarterly;
- (iii) Informing the Board of the actions of the AB;
- (iv) Providing and presenting annual reports and workplans to the Board by 15 November of each year;
- (v) Representing the AB at Board meetings upon invitation, and attend either the Spring or Autumn Council Meeting in person, annually upon invitation.
- (vi) Taking all necessary steps to ensure smooth and efficient hand over to a successor.

ROLES AND RESPONSIBILITIES OF THE ETHICS ADVISOR

The Ethics Advisor (EA) does not need to be a geologist, a member of a professional geological association, or hold the European Geologist (EurGeol) title. However, the EurGeol title or similar recognitions that align with CRIRSCO standards are considered advantageous, as they help in understanding the nature of professional issues. The Ethics Advisor must possess recognised high standing, demonstrated through their professional background and a level of seniority appropriate to the role. The EA is responsible for addressing all concerns of an ethical nature and promote ethical conduct within the profession.

The Ethics Advisor shall discharge these responsibilities by:

- (i) Participating as an active member of the EFG Advisory Board to the EFG Board upon invitation to be sent by the EFG Secretary General;
- (ii) Taking all necessary steps to ensure smooth and efficient hand over to a successor.

ROLES AND RESPONSIBILITIES OF THE FINANCIAL ADVISOR

The Financial Advisor (FA) does not need to be a geologist, a member of a professional geological association or possess a European Geologist title. This position will provide advice on financial matters to the Board and Secretariat.

The Financial Advisor (FA) shall discharge these responsibilities by:

- (i) Participating as an active member of the EFG Advisory Board to the EFG Board upon invitation to be sent by the Secretary General.
- (ii) Supervising meticulous maintenance of the EFG's management accounts by the Secretariat through appropriate bookkeeping and routine reporting procedures and providing recommendations as deemed appropriate.
- (iii) Offering advice on financial matters to the Board.
- (iv) Taking all necessary steps to ensure smooth and efficient hand over to a successor.

ROLES AND RESPONSIBILITIES OF THE GLOBAL AMBASSADOR

The Global Ambassador (GA) does not need to be a geologist, a member of a professional geological association or possess a European Geologist title. The GA is responsible for overseeing the GeoAmbassador Programme for EFG, acting as the primary point of contact for organisations and/or individuals from outside Europe seeking information or a relationship with EFG, coordinating activities and advising the EFG institutions (Board, Council, Panels of Experts, Working Groups, Secretariat, Advisory Board) as pertains to global communications and education, promotes EFG and geology as a profession, globally.

The Global Ambassador shall discharge these responsibilities by:

- (v) Participating as an active member of the EFG Advisory Board to the EFG Board upon invitation to be sent by the Secretary General;
- (iii) Overseeing the GeoAmbassador Programme;
- (iv) Recruiting GeoAmbassadors across Europe and globally;
- (v) Coordinating EFG global communications;
- (vi) Engaging with the Secretariat in branding, communications, public relations and, public affairs, providing a global perspective;
- (vii) Developing and maintaining MOUs with stakeholder organisations outside Europe;
- (viii) Identifying events of global scale/importance to the mission of EFG;
- (ix) Representing EFG at events of global scale/importance;
- (x) Promoting the European Geologist certification to qualifying professionals outside Europe;
- (xi) Taking all necessary steps to ensure smooth and efficient hand over to a successor.

ROLES AND RESPONSIBILITIES OF THE PROJECTS ADVISOR

The Project Advisor does not need to be a geologist, a member of a professional geological association, or possess a European Geologist (EurGeol) title. This position is redistributing the duties of the External Relations Officer (ERO) in the following Regulations, as well as adding responsibilities to seek funding through other sources that promote the mission of EFG.

The Projects Advisor shall discharge these responsibilities by:

- (vi) Participating as an active member of the EFG Advisory Board to the EFG Board upon invitation to be sent by the Secretary General;
- (i) Checking the calls for project proposals by the European Commission;
- (ii) Taking part in the preparation of project proposals and in the implementation of them if they are funded;
- (iii) Oversight of contracts and timesheets for senior consultants.
- (iv) Taking all necessary steps to ensure smooth and efficient hand over to a successor.

ROLES AND RESPONSIBILITIES OF THE STUDENT AND EARLY CAREER ADVISOR

This position shall advocate for the needs and interests of students and early-career professionals within EFG and the broader geological community, ensuring their voices are heard and their concerns addressed. The Student and Early Career Advisor shall also contribute to promoting the geosciences as a viable and rewarding career path among students, early-career individuals.

The Student and Early Career Advisor shall discharge these responsibilities by:

- (i) Participating as an active member of the EFG Advisory Board to the EFG Board upon invitation to be sent by the Secretary General.
- (ii) Facilitating networking opportunities and collaboration among students, early-career professionals, and established geologists within the EFG community and beyond.
- (iii) Compiling resources, tools, and information relevant to students and early-career geologists, including access to educational materials, career advice, and job opportunities.
- (iv) Collaborating closely with the Academy Manager to organise training and events aimed at enhancing the skills, knowledge, and competencies of students and early-career geologists.
- (v) Seek collaboration with universities and other educational institutions to strengthen ties between academia and industry, fostering opportunities for internships, research projects, and practical experience for students and early-career geologists.
- (vi) Serve as a representative of students and early-career geologists in relevant EFG committees, working groups, and decision-making bodies, ensuring their perspectives are considered in organizational matters.
- (vii) Taking all necessary steps to ensure smooth and efficient hand over to a successor.

Annex 2: Volunteer Agreement for Advisory Board Members

This Volunteer Agreement is entered into with the European Federation of Geologists (EFG). This volunteer agreement is effective [Agreement Start Date] between EFG and [Volunteer Name] and expire [Agreement Expiration Date]. This agreement must be completed bi-annually.

The Volunteer is willing to donate their time and services to EFG for the position of [Advisory Board position], in turn the organisation is willing to accept such time and service by the Volunteer.

In consideration of the above, the parties hereby agree to the following terms and conditions:

Services Provided by the Volunteer

The volunteer is able to provide the following services as well as take account of other needs the organization may have:

[Service provided as outlined in the EFG Regulations]

- Provide a record of volunteer hours on the EFG Volunteer Record form.

Services Provided by EFG

EFG acknowledges the significant commitment and value of the Volunteer and will provide the following, subject to the Volunteer remaining in good standing:

- EFG will reimburse reasonable expenses incurred by the Volunteer in undertaking their duties as Officers of the EFG. The arrangements for payment of expenses are as set out in Paragraphs 3.9 to 3.12 of the EFG Regulations.
- EFG Board members will assess and provide professional accolades with intent to support the career of the Volunteer. Examples include but are not limited to letters of reference, acting as a reference contact, providing feedback on LinkedIn and other social media.
- The Volunteer may receive on-line training through the EFG Academy and other EFG training avenues as appropriate and practicable with concurrence from the Board.

Wages

The volunteer understands the services provided will be a donation and under no circumstances will expect wages or salary from EFG for the services provided within this volunteer agreement. This agreement only covers volunteer services. Should the volunteer be interested in contract work outside of this role, they can be compensated under that contract while still maintaining their volunteer status under this agreement.

Supervision

The Volunteer should report to the Executive Director on a quarterly basis or as requested by either party for instruction or guidance.



Employment

The Volunteer understands they are under no circumstances considered an employee of EFG. Furthermore, EFG acknowledges the Volunteer is not an employee and may provide services at free will.

Liability

The Volunteer agrees to indemnify and hold EFG harmless against any damages related to the Volunteer's activity.

Additionally, EFG shall hold the Volunteer harmless against any damages related to the Volunteer's service.

Term

This volunteer agreement shall begin on [Agreement Start Date] and will end on [Agreement Expiration Date].

The Volunteer has agreed to provide up to 200 hours per year during the term of this agreement.

Termination of the Agreement

Because the Volunteer is not an active employee, they may terminate this volunteer agreement at any time for any reason they deem necessary, with 30 days notice.

EFG may decline to accept the Volunteers time and may terminate this agreement with 30 days notification.

Emergency

In the event that an emergency should occur while the Volunteer is providing services, the following contact should be notified immediately.

Emergency Contact Name: [EmergencyContact.Name]

Emergency Contact Phone: [EmergencyContact.Phone]

By signing below, both parties agree to the terms of this volunteer agreement.

Volunteer:

[Name, position title]

Electronic Signature with date stamp

European Federation of Geologists:

[Name, position title]

Electronic Signature with date stamp