

## **EASL Nurse and Allied Health Professionals Task Force**

### **Please note:**

- The candidate must be an [EASL member](#) when applying.
- The candidate must be professionally active in a European country, as defined by the [World Health Organization](#).
- EASL embraces diversity. To maintain gender balance in the Task Force male applicants are strongly preferred.
- EASL welcomes candidates from under-represented ethnic groups to apply.

### **Your application should include:**

- a letter of motivation and your aspirations for joining the EASL Nurse and Allied Health Professionals Task Force
- an updated CV
- a summary of your scientific and/or clinical achievements

### **Review process:**

- All submitted applications will be reviewed for eligibility by the EASL office.
- Shortlisted candidates might be invited for an interview with the current Task Force.
- The interview will consist of a five-minute presentation by the candidate, covering their qualifications and motivation for joining the EASL Nurses and Allied Health Professionals Task Force, followed by a Q&A session with the Task Force.

You are welcome to consult the [EASL equality, diversity, and inclusion policy statement](#).

## EASL Nurses and Allied Health professionals Task Force – Member criteria:

<b>Criteria (five pillars of practice)</b>	<b>Main criteria for assessment</b>	<b>Secondary Criteria</b>
<b>Clinical Experience</b>	<ul style="list-style-type: none"> <li>• Experience in looking after patients with liver disease in an inpatient ward or outpatient clinic (fundamental care), or research delivery role</li> </ul>	<ul style="list-style-type: none"> <li>• Experience in working at advanced practice level and independently assessing, delivering interventions including extended roles, prescribing, case management, and discharging when treatment is complete</li> </ul>
<b>Academic Experience</b>	<ul style="list-style-type: none"> <li>• Masters' degree (or equivalent according to country of origin)</li> <li>• Evidence in a peer-reviewed publication</li> <li>• Able to speak, read, and write in English at a level that enables clear communication with members of the EASL community.</li> <li>• Able to access healthcare literature and read critically.</li> <li>• Understand the difference between research audit, and service evaluations</li> </ul>	<ul style="list-style-type: none"> <li>• PhD</li> <li>• Experience in reviewing abstracts</li> <li>• Experience in peer reviewing manuscripts for publication</li> </ul>
<b>Teaching Experience</b>	<ul style="list-style-type: none"> <li>• Experience presenting / teaching groups of healthcare staff (nurses and AHPs)</li> </ul>	<ul style="list-style-type: none"> <li>• Experience in presenting to a wide range of interprofessional disciplines including medical colleagues</li> <li>• Formal postgraduate teaching qualification</li> <li>• Experience in study day/conference organisation</li> </ul>
<b>Local / Organisational Leadership Experience</b>	<ul style="list-style-type: none"> <li>• Junior specialist/advanced nurse, or equivalent for AHPs</li> <li>• Able to meet deadlines</li> </ul>	<ul style="list-style-type: none"> <li>• Clinical role as a deputy ward or department leader</li> <li>• Senior clinical role as a ward or department leader, or specialist/advanced practice role, or equivalent for AHP</li> <li>• Experience in organising meetings</li> </ul>
<b>Regional, National Leadership Experience</b>		<ul style="list-style-type: none"> <li>• Experience in liver related healthcare committee/ group membership and contribution to activities outside of the usual workplace, either regionally, nationally, or internationally.</li> </ul>

## EASL Nurses and Allied Health professionals Task Force – Member Requirements:

Activity	Requirement
<b>Overview</b>	Two travels will be required, one for the EASL congress (attendance to the full event is expected) and one face to face meeting, generally in Geneva. Travelling might be needed on weekends.
<b>Online meetings first Monday in each month</b>	Attend meetings (min one monthly call with the full Task force). Give apologies if unable to attend. Undertake pre-reading and other preparation as required. On occasion meetings or call can occur in the evening.
<b>In person planning meeting at EASL HQ, Geneva, Switzerland.</b>	Attend planning meeting with a minimum of one night stay depending on travel arrangements. This will require travelling to Geneva the day before the meeting, and potentially travelling during hours including early morning, late evening or during weekends.
<b>Webinars</b>	Contribute to planning and delivering educational webinars that are held on a weekday evening. This will involve working with another taskforce member or taking the lead for identifying speakers, presenting, or chairing the webinar.
<b>EASL Studio</b>	EASL Studio is a weekly video podcast organised by the main EASL committee but there will be at least one episode per year dedicated to the Nurses & AHPs Task Force. This will involve contributing to choosing a topic for discussion, identifying any guest speakers, and participating as a speaker.
<b>Planning the EASL Congress:</b> <ol style="list-style-type: none"> <li><b>1. Identifying topics for presentations</b></li> <li><b>2. Reviewing abstracts submitted and scoring as per EASL criteria</b></li> <li><b>3. Selecting abstracts for posters, oral presentations</b></li> </ol>	All taskforce members are expected to actively contribute to ideas for the topics to be presented at the EASL Congress. The activity includes: <ul style="list-style-type: none"> <li>• Being aware of the current literature, current liver care issues, and who are key leaders and speakers who could present</li> <li>• Contacting by email other potential speakers and collaborators</li> <li>• Engage and promote EASL membership in own local, regional, and national communities</li> </ul>
<b>Delivering the ILC:</b>	Participating by chairing, presenting, liaising with speakers and the organising committee, supporting novice presenters, asking questions following presentations, speaking to delegates who are presenting their posters, observing posters on display to identify content and authors who could support future Taskforce activity.
<b>Succession planning</b>	Identifying new members to join both EASL, and as future Taskforce members.
<b>Future Activity</b>	Contribute to plans to increase educational provision to nurses and AHPs in Europe. This will include an option to join an informal ex-taskforce member network who contribute to presenting, identifying speakers, reviewing abstracts, constructing further educational material.

### EASL Nurses and Allied Health professionals Task Force - Activity Timeline:

	July	August	September	October	November	December	January	February	March	April	May	June
<b>General info</b>				<b>17 Oct: abstract opens</b>	<b>Abstract submission</b>	<b>Abstract submission</b>	<b>Abstract closing (16 Jan) TF member call (TBD)</b>					<b>Congress 5-8 June – Milan</b>
Chair Attend monthly call		Coordinate session building		Summarise input on general congress sessions				Coordinate abstract review and TF call review	Interview for TF			Opening ceremony
TF Attend monthly call	Congress debrief	Topics for next year		Finalise forum session Input on general congress sessions	In person meeting, Geneva Abstract submission promotion		New TF call promotion	Abstract review TF call review and interview	New TF member decision Congress travel arrangements	Session briefings	Session briefings	Session Chair/ presentations TF meeting Networking
Office Support on monthly call		Support on session building	Support on session building	Session invitations	Abstract submission management		New TF call management		Abstract notification and follow up	Coordinate call for session briefing	Coordinate call for session briefing	

#### Activities to add to timeline

Educational activities – Contribute to the planning and delivery as needed

EASL Studio – Contribute to the planning and delivery as needed