

ROLE DESCRIPTION: Education Committee Chairperson

Committee Purpose:

The Education Committee of EAEO is responsible for advising the Board of Trustees on all aspects of optical and optometric education and training throughout Europe. The primary objective of the Education Committee is to ensure that the Academy promotes and supports activities that uphold high standards of professional competence among practitioners throughout Europe. This role is crucial in facilitating the enhancement of education and training standards, which ultimately contributes to the growth and excellence of the optical and optometric professions.

Term of Office

The appointment shall be for a term of three years (to 2027), after which he/she shall resign unless reappointed by the Members.

All Trustees shall be appointed by the Members by means of a ballot for a term of three years.

No Trustee may serve more than two consecutive terms.

Advisory Role:

Serve as the Chairperson of the Education Committee, providing guidance, leadership, and direction to the committee members in fulfilling their responsibilities.

Key Responsibilities:

- **Regulatory and Legal Compliance:** Monitor and advise on compliance with relevant regulatory and legal requirements related to optical and optometric education and training in Europe.
- **Engagement with Education and Training Bodies:** Identify areas of collaboration and engagement with education and training institutions and organizations within Europe and internationally to enhance the quality of education and training in the optical and optometric fields.
- **Educational Priorities:** Develop and recommend educational priorities to the Board of Trustees, aligning them with the Academy's mission and goals.
- **Assessment Standards:** Advise on the assessment methods and standards required for Fellowship of the Academy, ensuring they meet the highest educational and professional standards.
- **Quality Assurance:** Oversee the development and monitoring of the quality of assessments for Fellowship of the Academy, working to continually improve and refine these standards.
- **Continuing Education and Professional Development:** Assess and recommend the Academy's contributions to continuing education and professional development, especially through its annual Conference. This includes recommending topics, speakers, and formats to support practitioners' ongoing learning.
- **Convene and Oversee Conference Program Sub-Committee:** In addition to the outlined responsibilities, the Education Committee Chairperson will be responsible for convening and overseeing the Conference Program Sub-Committee. This sub-committee plays a pivotal role in organizing the annual conference, including tasks such as abstract submission and review, keynotes speaker selection, and overall program development.

- **Approval of Educational Materials and Publications:** In addition to the existing responsibilities, the Education Committee Chairperson will have the authority to approve topics and materials for publications contributed by our partner-supporters on the organization's website. This role extends to overseeing and endorsing materials intended for web pages, as well as coordinating the creation of educational content.

Qualifications:

A strong background in optical and optometric education and training, preferably holding a relevant degree or qualifications.

Extensive experience in educational leadership, curriculum development, or assessment in the optical and optometric fields.

Strong understanding of regulatory and legal requirements related to optical and optometric education in Europe.

Excellent communication and interpersonal skills to effectively lead and collaborate with committee members.

A commitment to promoting high standards of professional competence and continuing education within the optical and optometric professions.

Time Commitment:

This is a volunteer position that requires a significant time commitment, including regular committee meetings and additional time for research, analysis, and collaboration with committee members. The specific time commitment may vary based on the committee's workload.

Application Process:

Interested candidates should submit their resume and a cover letter explaining their qualifications and interest in the position.

Deadline for Applications:

18th May 2024

The EAEO is an equal opportunity organization and encourages applications from individuals of all backgrounds and experiences. We are committed to promoting diversity and inclusion in our committees and the optical and optometric professions.

English is the official language utilized for all communications, documentation, and correspondence within the EAEO. Proficiency in English is required for this position to ensure effective communication and collaboration within the organization.