

Call for nominations

MusiQuE is searching for a new Board member

There will be *one vacant seat* in the MusiQuE Board from January 2022. MusiQuE is therefore launching a call to fill in this vacancy.

AEC member institutions are encouraged to recommend and nominate potential Board members.

Context

The [MusiQuE Board](#) is responsible for all decision-making and further development in relation to the activities of MusiQuE. It is therefore the key entity in MusiQuE's structure, and its composition, roles and responsibilities play a critical role on the effective and appropriate functioning of MusiQuE. A detailed overview of the MusiQuE Board's role and responsibilities can be found [here](#).

General criteria

All candidates should:

- Have a good knowledge of professional musical life and/or of higher music education, if possible, at international level
- Have experience of or interest in evaluation and/or accreditation procedures
- Be proficient in English (minimum C1 on the Common European Framework of Reference for Languages)
- Be a critical thinker, solution-oriented and open-minded to various perspectives and methods
- Be listed on the MusiQuE Peer Reviewers' Register and have been involved in MusiQuE review procedures
- Not be current members of AEC Council (if appointed, they should not simultaneously hold the office of MusiQuE Board member and AEC Council member at any point within either mandate)

Application process

Candidates for the MusiQuE Board are asked to send their application **to the MusiQuE office by email (info@musique-qe.eu) by Friday, October 15th, 2021.**

The application consists of:

- A CV
- A 1-page-motivation letter addressed to the MusiQuE Board explaining the reasons why they wish to become a MusiQuE Board member and demonstrating how their profile meets the criteria
- A short letter of recommendation signed by the legal representative of the AEC member institution nominating them

Nomination process

- 8 October 2021: The MusiQuE Board considers the applications and pre-selects candidate(s). The compilation of applications and the MusiQuE Board's shortlist of candidates are submitted to AEC Council for feedback.
- Oct. 2021: AEC Council prepares a draft recommendation, that has to be endorsed by the AEC General Assembly taking place on 6 November 2021. The endorsed recommendation is communicated to the MusiQuE Board (which makes the final decision).
- November-December 2021: The MusiQuE Board selects and appoints the candidate(s). The MusiQuE Office informs the successful applicant and the AEC Council of the outcome.
- January 2021: The mandate of the member of the Board begins.

Regional and gender balance will be taken into account throughout the selection process.

Level of commitment and financial arrangements

Board members are expected to:

- participate in 2 regular Board meetings per year (i.e. meetings of 1.5 to 2 days, excluding travel) and in 3-4 online Board meetings per year (i.e. meetings of 2-3 hours)
- prepare thoroughly for these meetings (i.e. 1 day of preparation per online meeting and 2 days of preparation for a regular meeting)
- respond to requests by email (e.g. 2 full days per year)

All travel, accommodation and subsistence expenses are covered by MusiQuE.

Length of the term

Board members are nominated for 3 years, with the possibility for non-student members of renewing their term once (i.e. for a maximum of 6 years).

Further information

Should you have any further questions concerning the application process, please do not hesitate to contact the MusiQuE Staff at info@musique-ge.eu.