

## EAN Programme Committee Chair

**The EAN Programme Committee (PC)** is responsible for the content of the annual congress. The PC establishes the congress structure and maintains and improves the established congress formats. It develops new session formats and creates innovations. It is responsible for developing a curriculum and for observing the coverage of all neurology topics over the years. The detailed composition of the PC can be found in detail [here](#).

### **Programme Committee chair:**

- must be (or become) EAN Full Individual member (<https://www.ean.org/Members.2669.0.html>)
- has a seat in the EAN Board
- must attend the EAN annual congress (Thursday – Tuesday)
- around 1h per day for EAN related mails and projects (regular email contact is expected (with Board and department head from EAN office))
- monthly zoom Programme committee meetings
- Two in person meetings (Topic Selection and Abstract Selection), plus one day prior to these meetings for preparation with the office team
- monthly zoom meetings with EAN Congress Department
- 8 Board zoom meetings, 2 in-person Board meetings per year
- Be in good contact with the other committee chairs (e.g. Teaching course Subcommittee)
- expenses for any meetings outside the congress are fully met, but the position is otherwise entirely voluntary
- chairpersons and members of our standing committees kindly serve EAN for a 2-year term, and can prolong this term by another 2 years.