

E-BOOK EDITOR ELECTION

I. Nomination and term

1. The e-book Editor is nominated by the Council after an open call. The Council will have one-to-one interviews with the candidate/candidates before the selection, if and when appropriate;
2. The term of the office of the e-book Editor is three years and he/she may be re-elected, only once, for another three-year term depending on the evolution of the project;
3. An appropriate [template](#) will be used for e-book Editor candidates.

II. Essential criteria

1. Excellent scientific track record in nephrology and related subjects and its underlying sciences as well as in education;
2. Strong record of contributing to the review and editing of published material in nephrology;
3. Substantial and recent experience in educational activities;
4. Strong educational skills;
5. Excellent written and spoken communication skills in English;
6. Strongly supportive of ERA's Mission and Vision to improve its educational aims;
7. Must have strong links with ERA;
8. Must be a member of ERA (Full Member);
9. His/her duties must allow him/her sufficient time to devote to the editorial duties.

III. Compensation and reimbursements

1. The e-book Editor shall receive a compensation for his/her services that will be decided by the Council. This compensation will be a "flat fee" and, unless otherwise outlined in this document, no other costs will be paid or reimbursed by ERA (i.e. telephone, lap-top, etc.);

2. It is the responsibility of the e-book Editor to obtain information from the authorities and the employer about any legal obligations related to this compensation, to file the proper documents accordingly and to pay any dues that may be required. For no reason will ERA be held liable for these matters or will pay any extra amount apart from the “flat fee” mentioned above;
3. For the rules regarding the reimbursement policy for the e-book Editor who participates in face-to-face meetings called by ERA one must refer to the “[General Rules for ERA Committees](#)”.

IV. Duties

1. The e-book Editor shall sign a formal agreement with ERA (*e-book Editor Responsibilities and Job Description*);
2. The e-book Editor must work closely together with the appointed ERA Council Member, YNP, and the managerial staff members appointed for this project so as to regularly update the ERA Council & Headquarters on the status of the e-book.