



## Treasurer Position for the CAJAL Advanced Neuroscience Training Programme

The Cajal Training Programme is looking for a new Treasurer to join its leadership (term Jan 2023 - Dec 2024). Suggestions for nominations are welcome by 28<sup>th</sup> October 2021.

### **About the CAJAL Advanced Neuroscience Training Programme**

The CAJAL Programme represents the commitment by five partner institutions, FENS, IBRO, the Gatsby Charitable Foundation, the University of Bordeaux and the Champalimaud Foundation, to establish a dedicated neuroscience training hub in Europe. Since 2015, hands-on courses of ca. 20 international students (PhD students and early postdocs) have been held at the Bordeaux School of Neuroscience (France) and at the Champalimaud Centre for the Unknown (Portugal). In 2020, in response to the pandemic, Cajal launched a new series of hybrid courses, called NeuroKits, which combine online lectures with practical kits sent to students by mail.

In 2019, the Cajal Programme established itself as an international non-profit association in Belgium. More information can be found here: [www.cajal-training.org](http://www.cajal-training.org)

### **Position description**

As voluntary scientific member of the Cajal Programme leadership, the Treasurer is member of the Steering Committee board and the General Assembly. On behalf of these, the treasurer shall:

- monitor the association's finances (bank accounts, cash flow, etc.)
- Update the Steering Committee on financial reports (balance sheet, fundraising performance etc.)
- present the annual accounts for approval by the General Assembly (prepared by an independent accountant)
- monitor the production of annual budgets and their approvals by the organisation's Governing bodies
- Participate in leadership discussions about the strategic development of the programme
- liaise with relevant staff and committee members to ensure the financial viability of the organisation
- attend and vote at Steering Committee meetings and General Assemblies

The Treasurer serves on the committee on a voluntary basis for a two-year term and can be re-elected for 2 additional years. Travel, accommodation or other expenses linked to the position will be reimbursed.

### **Skills desired**

- scientific background – preferentially as independent scientist in an area related to neuroscience
- previous experience with non-profit leadership positions (preferentially as treasurer)
- a strong interest in supporting higher education and training in Europe is considered an advantage

### **Suggestion process**

Please send a short motivated suggestion for nomination (including information about the scientific standing of the candidate, previous experience with non-profit organisations, and general interest in European training) and a short CV (max 5 pages, including full contact details and a list of 5 recent publications by the nominee), via email to [info@cajal-training.org](mailto:info@cajal-training.org), with subject email "Treasurer nomination suggestion", **by 28<sup>th</sup> October 2021**. Self-nominations are possible.

Suggested candidates may be contacted to expand on their nominations.