

Eligibility, Profile, Role and Duties of the AEC Vice-President

Eligibility

- An AEC Vice-President should first fulfil all the requirements of eligibility applying to AEC Council Members (see separate profile)
- He/she will usually be either the Director/Rector/President/Principal or in an equivalent senior institutional position of the institution which they represent, or a former Principal or Deputy Principal, Dean or in an equivalent senior institutional position of his/her institution. Indeed, the majority of the members of the AEC Executive Committee shall be either current or former Principals of an active AEC member institution
- He/she will preferably fall into one or more of the following categories:
 - A currently serving member of the AEC Council
 - A previously serving member of the AEC Council (normally within the past five years) who has not previously held the office of Vice-President

Profile required

An AEC Vice-President should be:

- Willing and able to spend significant time and energy serving the AEC
- Well-informed about relevant issues for higher music education in Europe and, preferably, in one or more positions of influence to affect these.
- Able to translate this knowledge and influence into effective support, in terms of leadership and advocacy, for the AEC President, including taking a major role in the shaping of the Association's Strategic Plan and other policies.
- Strategically astute, diplomatic, possessing excellent communication skills and adept at dealing sensitively and professionally with issues of cultural and linguistic diversity
- Able to give guidance, when required, to the AEC President, Executive Director and Office Team
- Able to secure the commitment of his/her home institution, whenever the financial situation of this institution allows it, to support travel and accommodation costs for AEC Council meetings and the Annual Congress.
- Have good knowledge of English and preferably also be able to communicate in at least one more of the following languages: German, French and/or Italian

Role and duties

An AEC Vice-President is expected to:

- Share responsibility for the continued success, effectiveness and sustainability of the Association, in collaboration with the AEC President and Executive Director

- Be in regular contact with the AEC President and Executive Director, giving and receiving advice and ensuring that the President, Executive Director and the entire Office Team are properly supported in working effectively in the best interests of the Association.
- Attend AEC Council meetings (1 online meeting and 2 in-person meetings per year, one of which takes place before the annual congress), meetings of the Executive Committee (up to 2 in-person meetings per year plus up to 2 more online meetings) and the General Assembly at the annual Congress.
- Chair relevant sessions of the annual Congress*
- Write introductions and comments for AEC publications*
- Check letters and texts for the AEC Office (not including the editing of reports, publications, etc)*
- Along with other Council members, represent members from an agreed region of the AEC's overall coverage, communicating information to and from these members.
- Along with other Council members, take on two or more portfolios of special responsibility - e.g. on AEC Platforms, Working Groups, project related Task Forces, etc.
- Along with other Council members, attend additional meetings or conferences connected with these portfolios.
- Represent the AEC as and when required at meetings of the Association and at those of external organisations.

** When asked to do so by the AEC President*

Geographical representation

- According to the AEC Statutes Art 7.3: '[...] No country may be represented on the Council by more than one active member. To be able to represent a country, it is essential for the elected person to be affiliated to a member institution from that country at the time of the elections. The Council shall make any effort to achieve a balanced regional, geographic and gender representation.'
- The following countries are represented by Council members going forward to 2025: Austria, Czech Republic, Germany, Hungary, Poland.