

OWSD Executive Board

DRAFT Application Form to the Vice President role

Instructions for Applicants

Please complete all sections in clear, simple English.

Short answers (1–3 sentences or bullet points) are encouraged.

Alongside the answers to the questions, you will be asked to:

- Upload your CV (max. 3 pages).
- Provide a link to a short video (max. 3 minutes).

Section 1 – Personal Information

1. Please provide your full name
2. Current Position and Institution
3. Contact email address

Section 2 – Eligibility

4. OWSD Membership number
5. Country where you currently reside and work (*list*)
6. OWSD Region where you currently reside and work (*list*)
7. Are you applying as a "diaspora" Executive Board Member? Diaspora candidates from a developing country but currently living in a high-income country may be considered eligible to represent her home country and region by the Nominations Committee. (*yes/no question*)
8. Please expand on your connection to the region you wish to represent even if you do not currently live and work there. For instance, how would you represent and keep in regular contact with National Chapters and other relevant actors there? How are you going to keep updated with changing attitudes and local initiatives? Do you have any experience in delivering projects remotely? In addition, explain which relevant contacts you have in the country where you currently live that could be capitalised on, for potential funders and decision makers. (*Up to 1,500 characters allowed*). (*Only asked if you reply yes to Question 7*).
9. Please confirm the following and provide any comments if relevant:
 - I am a full member of OWSD
 - I have no conflicts of interest that would affect my service
 - I can commit the time needed to serve on the Executive Board

Section 3 – Application Questions

10. Vision and Motivation. Please outline your Vision and Motivation: Why do you want to serve in this role, and how does your vision align with OWSD's mission? *(Up to 1,000 characters allowed)*.
11. Scientific excellence. Please describe your scientific research (including natural and social sciences) and its impact (national, regional and/or international level). *(Up to 1,000 characters allowed)*
12. Leadership Experience. Please outline your Leadership Experience: Give one or two examples of leadership roles you have held. *(Up to 1,000 characters allowed)*.
13. Regional and National Chapter Engagement Please describe how you have worked with networks, chapters, or associations. How will you ensure OWSD's global strategy is relevant to the region? *(Up to 1,000 characters allowed)*.
14. Capacity Building and Mentorship Give examples of mentoring and/or training, e.g. supporting students, researchers, community members. *(Up to 1,000 characters allowed)*.
15. Partnerships and Fundraising. Briefly describe your experience working with partners or funders. *(Up to 1,000 characters allowed)*.
16. Representation and Influence Describe how you have represented your institution at regional scientific meetings and/or been influential in decision-making processes. *(Up to 1,000 characters allowed)*
17. Equity, Diversity and Inclusion. What actions have you taken to promote equity, diversity, or inclusivity in science? *(Up to 1,000 characters allowed)*.
18. Innovation and Future Readiness How have you used new ideas, digital tools, or innovative approaches in your work? *(Up to 1,000 characters allowed)*.

Section 4 – CV upload

19. Functional CV (max. 3 pages). Upload a short CV that highlights:
 - Scientific Research Impact
 - Leadership and Strategic Roles
 - Partnerships and Resource Mobilisation
 - Regional/Chapter Engagement and Collaborations
 - Equity, Diversity and Inclusion
 - Mentorship and Capacity Building
 - Innovation and Future Readiness
 - Selected Achievements (1–2 bullet points each)

Formatting guidance:

- Keep within 3 pages maximum.
- Use bullet points rather than long paragraphs.
- Focus only on experiences relevant to the OWSD governance role.

Section 5 – References

20. Please provide the names, roles and contacts of at least two professional references.

Section 6 – Declaration

21. Declaration I confirm that the information provided is true and that I understand the responsibilities of the role.

Section 7 – Video Submission

22. Video submission. As part of your application, please record a short video (maximum 3 minutes), upload it on a platform of your choice and share the link in the tab below.

Purpose of the video:

- To allow the Nominations Committee to hear directly from you.
- To complement your written application and functional CV.
- To give a sense of your communication style, passion, and vision.

Instructions for recording:

- Use your phone, computer, or any device you are comfortable with. Professional equipment is not necessary.
- Record in a quiet place with good lighting (natural light is fine).
- You may speak in English or in your strongest language (if not English, please provide English subtitles or a short written translation).
- Look at the camera as if speaking to colleagues.

What to include:

1. Introduction (30-45 seconds) – Your name, country, current role, and OWSD region.
2. Motivation (1-1.5 minutes) – Why you want to serve in this role; how your vision aligns with OWSD's mission.
3. Contribution (45-60 seconds) – One or two strengths, experiences, or values you would bring to the Board.

Tips:

- Keep it short and clear (3 minutes maximum).
- Speak slowly and clearly – clarity is more important than polished English.
- Submit one continuous recording (no editing required).