



OPEN CALL

ILCA Governing Board Positions

Executive Secretary • Councillor

Two concurrent calls for candidatures

DEADLINE
5 OCTOBER 2026

The International Liver Cancer Association (ILCA) invites eligible candidates to submit a candidature for one of two open leadership positions. **The calls run concurrently, but the eligibility criteria and election route differ for each position.**

Positions open for candidature

Position	Who may apply	Election and term
Executive Secretary	Elected members of the ILCA Governing Board only.	Elected by the Governing Board by secret ballot. Four-year term beginning 1 January 2027. Re-election to the same role is not permitted.
Councillor	Eligible candidates from the general ILCA membership.	Elected individually by the General Assembly by secret ballot. Four-year term beginning 1 January 2027. Governing Board members are not eligible for re-election.

The nomination and election process will be conducted in accordance with the ILCA Articles of Association.

1. Executive Secretary

Role and eligibility. The Executive Secretary is a Vice-President of ILCA and a member of the Executive Committee. Only elected members of the Governing Board may stand for election as an Officer. The candidate should not be over 50 years old at the time of election.

Key responsibilities

- Act as custodian of ILCA’s official records, minutes and legal documents.
- Issue formal communications between ILCA and its membership.
- Serve as the primary contact for the Secretariat and define its scope of work.
- Promote active member participation and maintain close links with the membership.
- Manage ILCA’s non-financial resources and the interface between the Executive Committee, Council and Advisors.
- Chair the Nominations Committee and the Annual Conference Programme Committee.
- Deputise for the President when required and carry out duties assigned by the President.

ELECTION ROUTE

Election by the ILCA Governing Board by secret ballot.

2. Councillor

Role and eligibility. Candidates must be active ILCA members who contribute actively to the Association’s aims and objectives.

Governing Board composition considerations

In reviewing eligible candidatures, ILCA must take account of the representation requirements in its Articles of Association:

- **Gender:** at least 40% representation of either gender on the Governing Board.
- **Geography:** representation from North America, Europe and Asia and, where practicable, South America, Africa and Oceania.
- **Specialties:** representation from oncology, hepatology or gastroenterology, and basic science and, where practicable, radiology, pathology and surgery.
- **Career stage:** where practicable, at least three members aged 50 or younger at election and at least one Young Investigator.

How to apply

Submit your complete candidature in writing to the Chair of the Nominations Committee through the ILCA Secretariat no later than 5 October 2026.

Your application must include

1	The specific position for which you wish to stand
2	Your curriculum vitae
3	A letter of motivation explaining why you are suitable for the position and what you wish to accomplish during the term if elected
4	A signed commitment to comply with ILCA’s official policies

Important: Applications received after the deadline or missing required documents may not be eligible for validation and voting.

Validation and election process

1	Validation	The Chair of the Nominations Committee verifies that each candidature is complete and validates the candidate’s suitability.
2	Presentation	Every eligible candidature is presented to the body responsible for the relevant election.
3	Voting	Voting takes place by secret ballot. A vote is required even if there is only one candidate.
4	Result	The successful candidate is elected by a simple majority of votes cast. The President has the casting vote in the event of a tie.

Help shape ILCA’s future leadership.

We encourage all eligible ILCA members to bring their experience, perspectives, and commitment to the Association by submitting their candidacy.