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|-----------------------|---|---------------------------------|
| <b>Role:</b>          | Chair of Task Force Spine Tango (TFST)  | Member of the TFST              |
| <b>Reporting to:</b>  | Research Council and Executive Committee  | Chair of Spine Tango Task Force |
| <b>Term:</b>          | Single term of three years  |                                 |
| <b>From:</b>          | 1 November  |                                 |
| <b>To:</b>            | 31 October  |                                 |
| <b>Staff support:</b> | Education & Research Director, Quality Assurance Manager, Marketing & Sales Manager |                                 |

| Current Task Force Members |                  |   |             |           |
|----------------------------|------------------|---|-------------|-----------|
| First Name                 | Last Name        | Specific role (if any)  | Country     | Mandate   |
| Emin                       | Aghayev          | Senior Advisor  | Switzerland | 2017-2024 |
| Bart                       | Depreitere       | National Societies affairs  | Belgium     | 2019-2024 |
| Sabrina                    | Donzelli         | Task Force Spine Tango Chair, Business and budget affairs, National Societies affairs | Italy       | 2022-2025 |
| Pedro                      | Dos Santos Silva | National Societies affairs  | Portugal    | 2019-2024 |
| Enrico                     | Gallazzi         | National Societies affairs  | Italy       | 2022-2025 |
| Georg                      | Grohs            |   | Austria     | 2018-2024 |
| Sylvia                     | Hartog-Meisser   | EUROSPINE Marketing & Sales Manager   | Switzerland |           |
| Beat                       | Leimbacher       | Delegate to ExCom, Financial Officer  | Switzerland |           |
| Everard                    | Munting          | National Societies affairs  | Belgium     | 2019-2024 |
| Julie-Lyn                  | Noël             | EUROSPINE Education & Research Director   | Switzerland |           |
| Eric                       | Parent           | Conservative Therapies  | Canada      | 2023-2026 |
| Rolf                       | Sobottke         | Guest   | Germany     |           |
| Sandy                      | Sutter           | EUROSPINE Quality Assurance Manager   | Switzerland |           |

| TFST CHAIR  |  | TFST ALL  |  |
|---|--|---|--|
|   |  |   |  |
| Responsibilities  |  |   |  |
| <ul style="list-style-type: none"><li>• Protect the interests of Spine Tango</li><li>• Lead the Task Force Spine Tango</li><li>• Develop goals and objectives for the Spine Tango activities</li><li>• Develop and implement strategies to achieve the set goals and objectives</li><li>• Ensure timely, fair and transparent succession planning and carry out knowledge transfer</li><li>• Report to Research Council and Executive Committee on Spine Tango work, achievements, and obstacles. Report back to the Task Force.</li><li>• Solve and/or escalate challenges.</li><li>• Define task distribution among committee members</li><li>• Recruit new members of the Task Force and discharge departing members.</li></ul>  |  | <ul style="list-style-type: none"><li>• Implement EUROSPINE guidelines and policies</li><li>• Protect the interests of Spine Tango</li><li>• Contribute to developing and implementing goals, objectives and strategies</li><li>• Ensure usage of EUROSPINE brand is correctly managed at all times</li><li>• Ensure appropriate and timely communication with EUROSPINE staff and other TFST members</li></ul> |  |
| Requirements  |  |   |  |
| <ul style="list-style-type: none"><li>• Have a commitment to EUROSPINE’s mission, vision and goals (strategic plan)</li><li>• Have a commitment to Spine Tango’s mission statement and aims</li><li>• Have a strong interest in working on the advancement of Spine Tango and the Society</li><li>• Understand the needs of the Spine Tango users, institutional, associate members and stakeholders</li><li>• Represent the membership at large, not a particular interest group</li><li>• Understand the need to base decisions on what is good for the Society</li><li>• Willing and committed to devote the necessary time to the Society</li><li>• Team player who can work together with other members of the task force to achieve goals</li><li>• Highly motivated</li><li>• Fluent English</li></ul> |  |   |  |
| Eligibility   |  |   |  |
| <ul style="list-style-type: none"><li>• EUROSPINE standard/premium/fellow member in good standing</li><li>• Strong interest and leadership in quality assurance and registries</li><li>• Candidate can be nominated by the Task Force itself, but need to hand in the full requested documentation<sup>1</sup></li></ul>  |  | <ul style="list-style-type: none"><li>• EUROSPINE standard/premium/fellow member in good standing</li><li>• Candidates can apply by themselves or be proposed by another member</li><li>• Task Force and chair have priority right in choosing new members or successor</li><li>• Candidates can be nominated but need to hand in full requested documentation<sup>2</sup></li></ul>                            |  |

<sup>1</sup> Documents will be defined by the NomCom

<sup>2</sup> Documents will be defined by the NomCom

|  |   |
|--|---|
| <ul style="list-style-type: none"> <li>Conflict of interest must be mentioned together with the application documentation.</li> </ul>  | <ul style="list-style-type: none"> <li>Conflict of interests must be mentioned together with the application documentation.</li> </ul>  |
| <b>Duties</b>  |   |
| <ul style="list-style-type: none"> <li>Support the EUROSPINE leadership in promoting quality assurance in the spine care community and participate actively in setting and achieving strategic goals and priorities of the society.</li> <li>Develop and implement strategies for: <ul style="list-style-type: none"> <li>Increasing participation (clinicians, hospitals, national societies, MedTechs).</li> <li>Improving the Spine Tango platform.</li> <li>Ensuring the continuous growth and quality of scientific output based on the registry data</li> </ul> </li> <li>Determine and prioritise topics that contribute to Spine Tango's success</li> <li>Prepare, lead and attend online monthly TFST meetings and annual TFST face-to-face meetings.</li> <li>In collaboration with the EUROSPINE staff, ensure governance of allocated budget.</li> <li>Ensure timelines, deadlines and EUROSPINE procedures and processes are followed by all members of the TFST.</li> <li>Ensure appropriate and timely communication with the EUROSPINE Staff.</li> <li>Appoint a deputy in case of absence and advise EUROSPINE staff accordingly.</li> <li>Represent and promote the EUROSPINE Spine Tango and all other EUROSPINE activities to stakeholders and the general public including social media.</li> </ul> | <ul style="list-style-type: none"> <li>Support the committee in strategic tasks to achieve set goals and priorities.</li> <li>Ensure activities are not delayed by giving feedback to EUROSPINE staff questions within a reasonable timeframe (48 hours during business days).</li> <li>Advise the EUROSPINE staff in case of vacation or absence and appoint a deputy accordingly.</li> <li>Attend meetings, educational events, and conference calls, as occasion demands.</li> <li>Give advice and support strategies for <ul style="list-style-type: none"> <li>Improving the Spine Tango platform</li> <li>Increasing participation (clinicians, hospitals, national societies, MedTechs)</li> <li>Ensuring the continuous growth and quality of scientific output based on the registry data</li> </ul> </li> <li>Closely collaborate with the other members of the Task Force and Staff towards the fulfillment of assigned task.</li> <li>Represent Spine Tango users' best interests</li> <li>(Hold a specific role as officer)</li> <li>Promote the EUROSPINE Spine Tango activities and all other EUROSPINE activities to stakeholders and the general public including social media.</li> </ul> |
| <b>Meetings</b>  |   |
| <ul style="list-style-type: none"> <li>ExCom meetings (3 meetings per year)</li> <li>1 to 2 meetings per year (face-to-face) with the Task Force Spine Tango (e.g. at the annual meeting)</li> <li>Online monthly Spine Tango Task Force meeting (1 hour)</li> <li>Conference calls as occasion demands</li> </ul>   | <ul style="list-style-type: none"> <li>1 to 2 meetings per year (face-to-face) with the Task Force Spine Tango (e.g. at the annual meeting)</li> <li>Online monthly Spine Tango Task Force meeting (1 hour)</li> <li>Conference calls as occasion demands</li> </ul>  |