



**ASSOCIATION EUROPÉENNE DES MÉDECINS DES HÔPITAUX
EUROPEAN ASSOCIATION OF SENIOR HOSPITAL PHYSICIANS
EUROPÄISCHE VEREINIGUNG DER LEITENDEN KRANKENHAUSÄRZTE
EUROPESE VERENIGING VAN STAFARTSEN
DEN EUROPÆISKE OVERLÆGEFORENING
ΕΥΡΩΠΑΪΚΟΣ ΣΥΛΛΟΓΟΣ ΝΟΣΟΚΟΜΕΙΑΚΩΝ ΙΑΤΡΩΝ ΔΙΕΥΘΥΝΤΩΝ
ASSOCIAZIONE EUROPEA DEI MEDICI OSPEDALIERI
DEN EUROPEISKE OVERLEGEFORENING
ASSOCIAÇÃO EUROPEIA DOS MÉDICOS HOSPITALARES
ASOCIACIÓN EUROPEA DE MÉDICOS DE HOSPITALES
EUROPEISKA ÖVERLÄKARFÖRENINGEN
EVROPSKO ZDRŽENJE BOLNIŠNIČNIH ZDRAVINIKOV
EUROPSKA ASOCIACIA NEMOCNICNÝCH LEKAROV
EUROPSKA UDRUGA BOLNIČKIH LIJEČNIKA**

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Tasks and Duties of the AEMH-Secretary/ Secretary General

Internal Affairs

- Assistance to the President and the Board;
- Organisation of Plenary and Board Meetings;
- Drafting of agendas and minutes;
- Day-to-day financial and general administration;
- Administration and updating of the web-site;
- Collection and dissemination of information on EU policy affairs to the member delegations;
- Assuring permanent retrieving of data, EU directives and publications relevant for the AEMH;
- Providing topical information to the working groups.

External Affairs

- Enhancing the Public Image of the AEMH;
- Accredited lobbyist to the European Parliament;
- Representation in health related conferences and meetings;
- Liaison with EU institutions and NGOs;
- Liaison with the CPME and Associated Organisations.