

youngESMI group | guideline

www.e-smi.eu

A young ESMI (yESMI) group is part of the ESMI focusing on a region/country but not limited to. A young ESMI group is initiated by students and young researchers and open to all imaging scientists. It is a “bottom-up” initiative promoting the establishment of a regional network of younger imaging scientists with the aim to provide an easy and informal entry into the field of imaging science and the international environment of the ESMI.

General Purpose of a young ESMI Group

A yESMI group shall be **in no way competitive with the ESMI** but should create a regional network of young imaging scientists and offer an easy and informal entry into the field and **into the international environment of the ESMI**. The aim should be to offer low budget, add-on activities focussing on young scientists which cannot be found inside the ESMI yet.

The group activities are initiated, planned, and organized by the young ESMI group in close cooperation with the ESMI headoffice and in accordance with these guidelines.

The **chairperson** is the main contact person for the ESMI headoffice.

Creation of a young ESMI Group

The **name** of the youngESMI group should be defined.

A **chairperson** plus at least **five further founding members** from at least **three different institutes** are needed.

An abstract outlining the **ideas** and envisaged **activities** of the young ESMI group should be submitted to the office along with the formal request for approval of foundation. The **ESMI Executive Board decides on approval** of the young ESMI group.

The young ESMI Group Events & Finances

As part of the ESMI finances of each young ESMI group are handled by the ESMI main office. This also implies that the ESMI covers a certain risk e.g. in case of failure of an event or minor participation. young ESMI groups benefit from insurance protection.

Finances of young ESMI groups include the **collection of funds** as well as the **payment of invoices** related to the organization of young ESMI group events. Accordingly all invoices need to be addressed to the ESMI and contracts signed by the ESMI.

Once a youngESMI group plans an activity a **(neutral) budget** has to be submitted to the main office that provides at any time support in putting concept and budget together. Afterwards the event has to be approved by the Executive Committee. It should be ensured that it is **not competitive with ESMI events** either in terms of timing and set-up.

It shall be ensured that **seeking** for funds should not have a negative impact on the funding of the ESMI e.g. by focusing

on regional resources. This shall be ensured by communicating with the ESMI office which companies will be contacted for financial support.

young ESMI Group online Presence

For each group a **subpage** of the ESMI main website is created under www.e-smi.eu. This also applies for meeting websites. In addition a separate **FB page** for each group is available that is maintained by a group representative and owned by the ESMI. No additional maintainance and booking of domains is needed. Any other social media presence should be discussed prior to implementation.

young ESMI Group Tenure

Each yESMI group shall be established for a **period of two years**. At the end of this time, the ESMI Executive Committee shall decide on the continuance of the group.

young ESMI Group Membership

Activities organized by a yESMI group are **open to ESMI members and non-members**.

All ESMI members can easily sign-in to each yESMI group via the members' portal. **It is aimed that all youngESMI group members shall be or become ESMI members.** Accordingly membership should be **actively encouraged** e.g. at yESMI events by providing the option to sign-in. It is obligatory that **all leaders of a yESMI group should be ESMI members.**

young ESMI Group important Regulations

A young ESMI group shall **not establish and register as an independent organization or society.**

All youngESMI groups are approved under the strict limitation that **no commercial activities** are involved.

All groups select **onespokeperson** representing the groups at the Board meetings and acting as main contact person for the office. A **report** should be sent to the ESMI once a year, presenting the past and planned activities (at first 12 months after creation).

The **Governing Board has the right to dissolve any young ESMI group** at any time if they concluded that dissolution is in the best interests of the ESMI.