

## Procedure to recruit new WHS Academic Alliance members

### Aims:

- a. To generate a fair, inclusive and worldwide representation of WHS Academic Alliance membership.
- b. To establish a transparent and simple procedure for addition of new members in the WHS Academic Alliance.
- c. To define important institutional characteristics and prerequisites for WHS Academic Alliance membership.
- d. To assure fair interaction with candidate institutions and equity across current WHS Academic Alliance members.
- e. To ensure proper timing of new membership with respect to World Health Summit (WHS) regional meetings.

### Approach:

1. Initiation
  - a. Define an approach for the recruitment of the next Alliance members for a defined period. This approach should be focused on rendering the portfolio of the Alliance more complete with respect to representation of geographical regions, specific expertise or competencies. The approach and focus for recruitment of new members will be developed by presidency and Executive Committee (ExCo) that ensures specific needs, deficiencies or opportunities are addressed. The approach will be endorsed by the Alliance Assembly.
  - b. Stimulate applications according to the defined approach. To this end, eligible institutions in a specific region or with a specific expertise are informed about the opportunity to apply. Alliance members are encouraged to use their knowledge and networks to identify and contact potential candidates. Information material is provided by the WHS main office.
  - c. Invited or unsolicited applications are required to provide information using a *standardized template* in addition to a *letter of intent* that sets out the ambitions of the institution and other material the applicant/s deems as relevant. The template will cover the dimensions of the institution's :

- i. Quality and perspective with respect to overall academic excellence and standing in a given country or region.
  - ii. Influence and engagement in political and societal domains and policy development.
  - iii. Suitability and fit of the institution to the ambitions and needs of the Alliance.
  - iv. Expertise in areas relevant for Global Health, and other disciplines defined by the recruitment strategy.
  - v. Diversity, equity and inclusion profile that has the potential to add to the Alliance and/or WHS.
  - vi. Commitment and interest of the institution to become an active Alliance member.
- d. Set dates, and method of data/information collection.

## 2. Initial Assessment

- a. The ExCo acts as a *nominating committee* (NC). The World Health Summit Berlin president will chair this committee with the Regional President acting as deputy chair.
- b. The WHS secretariat assembles the information and provides an analysis of the data and undertakes due diligence on the applying institutions.
- c. The NC discusses applications. If suitable applications are identified, the NC defines one or more candidate institutions.
- d. The candidate institutions are proposed to the WHS Academic Alliance Assembly with the respective information material by mail and discussed either in a digital format or in presence at a regional meeting.
- e. A preliminary decision is taken with respect to Alliance membership for the candidate institutions.
- f. Applications which do not lead to candidate status may be granted “observer” status. Observer status is granted for 2 years (renewable) and observer institutions can renew their application for full membership. Observer status does not constitute WHS Academic Alliance membership rights and duties but entails continuous information about WHS and Alliance activities with the option to participate if suitable.

## 3. Election

- a. Invite a formal presentation from selected candidate institutions to be presented at the Alliance Assembly during the World Health Summit in Berlin.
- b. Final Discussion between applicants and Alliance members.
- c. Election of new members by the WHS Academic Alliance Assembly in Berlin by a two-thirds majority.

- d. New Alliance members are expected to contribute substantially to the activities of the alliance and the WHS. They should be prepared to run a regional meeting within the first 4 years of their membership and to contribute to activities such as “Expert Meetings” and the like.

#### 4. Communication

- a. Communication for the WHS Academic Alliance
  - i. Presentation of Alliance members including institution representatives on WHS website with various Alliance subpages, in the monthly newsletter, on social media, in the WHS Press Kit, and in a broad range of communication documents (e.g., annual brochure, WHS Academic Alliance map, Alliance press info) and dedicated campaigns
  - ii. Introduction of newly appointed members in the monthly newsletter and on the WHS social media channels
  - iii. Communications support for expert meetings organized by Alliance members
  - iv. WHS Academic Alliance section on WHS website
- b. Communication for the World Health Summit Regional Meetings
  - i. Support of the Regional Meeting organizing committee regarding promotion and public visibility of the event by provision of communication guidelines, creation of dedicated website subpage, prominent feature of the Regional Meeting on the landing page, provision of information documents and communication material (e.g., press info, flyer, graphic material), publication of a press release, newsletter features, and social media campaigns in the months leading up to the Regional Meeting

#### **Approvals:**

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