

# ICARA Board Opportunities 2026-28

ICARA is an international, nongovernmental, multidisciplinary and civil society organization that brings together research associations and researchers to promote, support and enhance research on alcohol, tobacco, other substances and addictive behaviours locally and globally through knowledge exchange, collaboration and action. We are seeking new board members, including a Vice President, Treasurer and up to 5 ordinary board members. The term of office for the board is two years.

From April 23<sup>rd</sup> 2026, the current president, Dr. Andrea Mohan, will move into the role of Immediate Past President, and the current Vice President, Dr. Rachel Barry, will move into the role of President. All the roles offer opportunities for someone to build their international research networks. We particularly welcome applicants from the Global South. We currently have no representation on the board from South and North America or Asia. We also welcome individuals with research interests beyond alcohol. Each role is described further below.

## ICARA Vice-President/President Role Description

ICARA elects a Vice-President who serves for two years as President Elect before taking on the role of President. The Vice-President's role is to assist the current President, and to lead on member communications and recruitment – including regular email updates.

The position of ICARA President is a prestigious position, ideal for a researcher who believes in the value of collaboration between researchers within and between countries and disciplines. The ICARA President:

- represents ICARA externally to our members and partners
- sets the strategic direction of ICARA
- coordinates the work of the ICARA board including chairing regular board meetings
- chairs the Annual Meeting of ICARA members

The ICARA President has considerable flexibility in terms of how they want to shape the role including setting topics or initiatives on which ICARA will focus during their term of office. Time spent is variable but 3-4 hours a month on average.

## ICARA Secretary

This is an exciting role which provides opportunities for engaging with ICARA members across the globe. The ICARA Secretary is responsible for:

- arranging dates for board and other meetings
- setting agendas for board and annual general meetings
- overseeing ICARA social media accounts with support from ordinary board members
- communicating news updates to ICARA members via email

## ICARA Treasurer

The ICARA Treasurer is responsible for managing the finances of ICARA, and has typically been a colleague based in Finland, where we are incorporated. However, this may not be necessary going forward and we would welcome expressions of interest from other colleagues. The ICARA Treasurer is responsible for:

- overseeing all financial matters of ICARA
- monitoring membership fees, issuing invoices and tracking payment status
- processing payments made on behalf of ICARA
- liaising with funders and the bank
- advising the ICARA Board on ICARA's financial position
- producing annual accounts and presenting them to the ICARA General Assembly
- arranging for ICARA accounts to be audited

## ICARA Board Member Role Description

Ordinary members of the board are elected to assist with the running of ICARA generally as well as having the opportunity to take on and lead specific projects on ICARA's behalf, for example, helping to arrange or facilitate ICARA workshops. An ordinary board member typically spends approximately 3-4 hours per month on ICARA activities:

- attending ICARA meetings
- assisting the Office Bearers with ICARA activities
- promoting the activities of ICARA
- identifying and recommending interested members to join ICARA
- representing ICARA at meetings where President and Vice President are absent