

# Call for Nomination

## Secretary-Treasurer, The Union - North America Region

The Union-North America Region is calling for nominations for Secretary-Treasurer to begin term of office on March 1, 2026.

Any active member of the Union is eligible to nominate anyone they think will be best suited for the role.

Nominees must be members of The Union and be willing to serve with the duties described below. Per standing practice, as the current Secretary-Treasurer is from the USA, nominees must be from the Canada or from English-, French-, or Dutch-speaking countries of the Caribbean and the America.

**Deadline for submission is October 30<sup>th</sup>, 2025.**

Nomination forms can be [downloaded here](#) and emailed to Menn Biagtan at [biagtan@bclung.ca](mailto:biagtan@bclung.ca) once completed.

### **Terms of Reference for the position of Secretary-Treasurer:**

Per the charter of the NAR, the Secretary- Treasurer serves two years in this position (2026-2028) and then moves up to the Vice-President/Program Chair for a further term of two years (2028-30). Following the two years as the Program Chair, the person becomes the Past Vice-President/Program Chair (2030-32) and retains a seat on the Executive Committee of the NAR. The total term of service is 6 years.

The duty of the Secretary-Treasurer is to oversee the finances of the region with support of the Executive Committee and the Secretariat. In addition, they act as an apprentice to the Program Chair to learn how to plan and run the regional conference. As part of this role, they will chair the Abstract and Travel Grant Committee for the 2026 and 2028 NAR regional conferences.

As the Vice-President/Program Chair of the region, they will lead the scientific planning of the annual NAR regional conference. They will chair the Conference Planning Committee for the 2028 and 2030 NAR regional conferences.

As the Past Vice-President/Program Chair, they will continue to sit on the NAR Executive Committee from 2030- 2032.

The Executive Committee meets monthly by Web conference as well as face-to-face annually at both the NAR Regional Conference and the Union World Conference on Lung Health. NAR and The Union do not

cover conference travel and registration expenses to these meetings. However, it is understood that not all NAR Executive Committee Members will be to attend the World Conference, depending on its location and timing. Finally, the entire Executive Committee is also a part of the Council of the NAR – this body is responsible for the overarching direction of the NAR. The Executive Committee is charged by the Council to carry out its direction between annual meetings of the Council which occur just prior to the NAR Regional meeting.

The term of office for the next Secretary-Treasurer will begin immediately after the closing ceremony of the NAR Regional Conference in Philadelphia, USA on February 28, 2026.

Questions related to the Secretary-Treasurer position are encouraged and the current/past Secretary-Treasurers and Program Chairs are available to discuss the role:

Karen Jacobson: [kjacobso@bu.edu](mailto:kjacobso@bu.edu) – Secretary -Treasurer 2024 – 2026

Rachel Dwilow: [Rachel.Dwilow@umanitoba.ca](mailto:Rachel.Dwilow@umanitoba.ca) – Secretary-Treasurer 2022-2024

Jonathan Golub: [jgolub@jhmi.edu](mailto:jgolub@jhmi.edu) -Secretary-Treasurer 2020 -2022

Sarah Brode: [sara.brode@utoronto.ca](mailto:sara.brode@utoronto.ca) Secretary-Treasurer 2018-20

Lisa Adams: [Lisa.V.Adams@dartmouth.edu](mailto:Lisa.V.Adams@dartmouth.edu) Secretary-Treasurer 2016-18

Jay Johnston: [James.Johnston@bccdc.ca](mailto:James.Johnston@bccdc.ca) Secretary-Treasurer 2014-16

**Please refer to the NAR Charter for further details:**

<https://bc.lung.ca/sites/default/files/NARCharterRatifiedParis2017.pdf>.