

September 2025: Role profile EuroFM Board Member

About EuroFM

The mission of EuroFM is the advancement of knowledge in Facility Management in Europe and its application in Practice, Education and Research.

At the start of 2011 the EuroFM association represented 100 organizations working in the € 650 billion large European FM sector. Our sector is the largest European Business Services market, the second largest European sector (5-8% of GDP) and the largest FM market in the world. January 2011 sixteen organizations were Corporate Associates (clients and service providers) representing € 110 billion turnover and 1.300.000 staff. 23 were national associations representing 22.000 members. The university and educational members represent 14.000 students. The members are based in 23 European countries. Our newsletter is read by 65.000 people around the globe. The open network of professionals, academics, educationalists, practitioners and researchers generates a rich mix of activity.

EuroFM projects and activities are initiated by four groups:

- the Practice Network Group
- the Education Network Group
- the Research Network Group
- the Corporate Associates Group

These groups form the core of EuroFM. The EuroFM members are involved in an open exchange of information and experience through meetings, seminars and workshops, through collaboration in research projects, sometimes funded by EC, and through the development of joint educational programmes. Proceedings of these activities are disseminated through the association via the EuroFM website, an annual conference, EuroFM meetings hosted by members and through newsletters, research papers and publications.

About the board

The EuroFM Board is composed of seven members representing four different European countries. Together, they bring diverse professional backgrounds, spanning business, education, and research.

Open position

As of September 2025 EuroFM is seeking a new board member to contribute to the association's leadership. Ideally, the new board member will bring experience or interest in treasurership.

Interested candidates can contact us at natalie@eurofm.org. Please attach your CV and motivation to join the EuroFM Board.



EuroFM

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Tasks and responsibilities

The Board member ensures that EuroFM actively contributes to the innovation and positioning of the field, and:

- is responsible for developing and opening up innovative and opinion-leading knowledge on strategically relevant themes for the field;
- is responsible for their portfolio which can be Education, Research, Business, Associations, Event and, through them, provides the substantive knowledge and expertise for an attractive, coherent annual program that contributes to knowledge sharing and disclosure and the participation of members;
- is responsible for retaining existing partners and is responsible for recruiting new partners;
- wants to commit to expanding and developing the professional association that is in line with the further professionalization of our field;
- acting proactively with regard to the administrative annual planning.

Additional responsibilities for the treasurer role:

- oversees the financial management of the association, including budget preparation, monitoring expenditures, and ensuring fiscal responsibility;
- prepares financial reports and presents them to the board and members during meetings and annual assemblies;
- collaborates with the board to align financial planning with strategic objectives and membership growth initiatives.

Competencies, characteristics and experience

- Inspirator with vision, team player and networker
- Empathic ability
- Excellent communication skills
- Strategic insight
- Administrative and/or managerial experience
- Has an excellent and wide network, both inside and outside the association
- HBO/WO work or thinking level
- Masters the English language

Additional competencies for the treasurer role:

- Financial acumen and understanding of budgeting, financial reporting, and cash flow management

Time commitment and support

The time required is an average of 4 to 8 hours per week. The Board meets approximately ten times per year, along with occasional informal catch-up sessions. In addition, it is expected that Board members will also be present at the EuroFM meetings and a number of other events. Board members are appointed by the members of the association. Appointments are made for a period of two years, with a maximum term of eight years.

Compensation

The Board membership, like the other positions in the board, is an unpaid function. Travel and expenses will be reimbursed.