# Programme / Project Description / Aims and Objectives

## CEO Exchange Platform and annual meeting

- Maintaining the strong involvement of major EULAR member organisations into various EULAR PARE activities
- Strengthening the cooperation between EULAR and the major member organisations
- Strengthening the cooperation and network of major EULAR patient organisations
- Using project portfolio and knowledge of major EULAR member organisations to further strengthen and support the smaller EULAR member organisations (sharing best practice and material, webinars, new projects)
- Improving EULAR’s outreach at the national level, with better implementation of EULAR’s themes and projects in key member countries (Public Affairs, EULAR Campaign)
- Source new project opportunities, exchange best practice, learn new methods, explore new ideas to the benefit of the whole PARE community
- Ensure future support and expertise to be shared through EULAR’s key activities (School of Rheumatology, Public Affairs, EULAR Congress, Knowledge Transfer Programme, PARE Conference, Volunteers Framework)

To address the need and reap the benefits emanating from an ongoing exchange and ensure the connection with a variety of EULAR Projects, it has been decided that the focus will be widened to more than just one annual meeting but to further reflect this necessity through the creation of the EULAR PARE CEO Exchange Platform.

The annual f2f meeting will still play a central role in the exchange but virtual collaboration will enhance the activities even more. To ensure all organisations can benefit from the content shared during the f2f meeting there will be a dedicated webinar sharing an overview of meeting and its content. Three more webinars will focus on sharing best practice presented by the major organisations.

## Role of Working Group Members

- Support the development and set up of the platform as well as the regular update of the platform’s content;
- Support the organisation of and attend the CEO exchange meetings (1 full day meeting in the beginning of the year and 1 interim meeting during EULAR Congress);
- Contribute to the topics of the meetings, prepare the programme;
- Organise Best practice webinars where major organisations share their expertise.

## Project Timeline / Detailed Schedule (if applicable)

- Set up and maintenance of virtual exchange platform
- 4 annual PARE webinars
- 1 annual f2f meeting (either in connection with PARE Conference or if not possible due to Covid-19 restrictions, separately and if not possible to be held f2f then virtually)
- Interim meeting at EULAR Congress
- 1-2 annual virtual meetings of the group
### Required Skills for new Working Group member

- **Essential skills:**
  - Good knowledge of English
  - Reliability, availability and adherence to time- and deadlines
  - Active contributions to the discussions
  - Likes to work in a team
  - Enjoys sharing of best practice
  - Able to contribute to a discussion in the meetings (online, face2face)
- **Strategic skills:** content and planning
- IT literate

### Additional Comments

The Working Group needs 2 additional members. The Working Group currently comprises members from Cyprus, Switzerland, Greece, Malta and Russia.

If you have questions, please contact pare@eular.org.