

## Call for Hosting the emma Annual Conference 2027

**The emma Board welcomes applications to host the emma Annual Conference in 2027 (Deadline for application: 20<sup>th</sup> February 2026).**

The following elements should be addressed in your application so the Board will have a clear sense of your **organization, the venue, the ideas** you have in mind, and why you believe having the conference in your location would be fruitful and enjoyable. The Board decides the location for each conference on a **competitive comparison** of all applications received. Your application should provide:

1. A **cover letter** explaining the motivation of your institution for hosting the conference and summarizing the strengths of your candidacy.
2. An **endorsement by the administrators of your university**, school or department, indicating institutional support for hosting the conference. Sources of financial investment should be discussed, although registration fees and potential association support are also involved.
3. **Members of the onsite committee**. Specify their names, affiliations and positions. If you already know, please also indicate their committee roles.
4. **A proposed date for the conference**. The Association is somewhat flexible about the calendar period but prefers the conference to happen **between late winter (February) and late spring (June)**. It's important to ensure that the dates you propose will not pose a conflict with other important conferences. Each annual emma conference happens over a **two-day period, with dinners on both evenings**. The second evening is the gala event.
5. A description of the institution's ability to provide **professional organization** and planning support with a **description of the venue** and rooms (capacity, location, facilities). Space is needed to accommodate plenary sessions (auditorium for at least 120 participants) as well as parallel sessions (3 rooms minimum to accommodate 40 – 50 participants).
6. A description of the **benefits of the proposed location**.
7. A description of **hotel options**. There must be a conference hotel and at least one lower-cost option (important especially for PhD candidates, etc.).
8. A **breakdown of expected costs**.
9. **Tourism and related highlights**, that make the location attractive.

Please express your interest in hosting the emma Annual Conference to **emma Secretary Robin Riemann** ([emmasecretary@uni-mainz.de](mailto:emmasecretary@uni-mainz.de)) by **beginning of January 2026**.


**Full formal applications must be submitted by 20<sup>th</sup> February 2026.**

You may also **consult one of our Board members** ([media-management.eu/about-emma/board-members/](http://media-management.eu/about-emma/board-members/)) prior to writing your application. Once we have received your full formal application, you will receive the first feedback from the Board **no later than two months after the submission**.

emma has the tradition that the next conference venue will be officially announced during the Gala Dinner festivities at the preceding annual conference. Until then, **it is just the Board and the respective conference organizers who know where the next conference will take place.**

**We look forward to receiving your application and appreciate the effort it takes to produce a good one.**

On behalf of the Board



Leona Achtenhagen  
President of emma



Robin Riemann  
Secretary of emma