

POSITION

Section and Focus Group Presidents

Section and Focus Group Presidents-Elect

Section and Focus Group Presidents and Presidents-Elect serve on the AGU Council during their terms.

In their role as AGU Council members, Section/Focus Group leaders work to advance the scientific direction of the Union as a whole. They bring a valuable perspective which, when taken collectively, represent the diversity of science that exists within the Union.

The Council partners with the AGU Board and staff to shape and lead AGU and geophysical sciences into the future. The Council's three distinct roles:

1. Policy formation (honors and recognition, editor criteria, sections/focus groups, etc.)
2. Idea generation/science deliberation
3. Advisor/sounding board (science and member issues)

TERM

2 years

PARTICIPATION & TIME COMMITMENT

Attendance at, and participation in, Council meetings

NOTE: What follows is the current annual meeting schedule of the AGU Council; however, it is under discussion and 2014 will be a year of experimenting with a new model. More information on meeting dates will be provided after the AGU election results are known in the fall.

- The Council meets electronically for 2 hours 4 times each year:
 - Late March
 - Mid-June
 - Early September
 - Mid-November
- The Council meets face-to-face 1 time each year:
 - December (1 day) in conjunction with the Fall Meeting (San Francisco)
- Full participation requires reading background material in advance and assisting with preparing agenda items as requested

Participation in online Council collaboration site, including discussions and collaborative documents

Leadership of Section/Focus Group you lead

- Job descriptions will be drafted in the 2013-2014 term.

Participation in committees and/or work groups as assigned

The time commitment can vary widely from week to week. Weeks including meetings and/or travel require significant engagement, while other weeks might require responses to an email or an online discussion. This job requires a level of awareness of and responsiveness to ongoing Council work.

ROLES AND RESPONSIBILITIES

Support direction of AGU and help engage members

- Advance the vision, mission and strategic plan of AGU.
- Partner with the Governance Committee to fulfill AGU's commitment to exceptional governance.
- Articulate, safeguard, model, and promote AGU's core values and principles.
- Maintain awareness of emerging issues that could impact the science and AGU, especially issues facing the Section/Focus Group you lead.
- Serve as a conduit of information between AGU leadership and Section/Focus Group members.
- Ensure Section/Focus Group activities and structure supports AGU's mission, vision, core values, and strategic objectives.
- Help mobilize and engage AGU members.
- Bring a unique perspective, while keeping in mind your responsibility to act in the best interests of the organization, not any particular constituency or discipline.

Build relationships internally and externally

- Champion AGU and Earth and space sciences to all constituents and publics.
- Ensure good interaction with other Section/Focus Groups, AGU committees, and other organizations.
- Encourage others to get involved in volunteering at AGU.
- Utilize staff expertise.
- Get to know other Council members and key staff.

Be an active member of the AGU Council

- Prepare for, attend and actively participate in all Council meetings.
- Be knowledgeable about the bylaws, policies, strategic plan, and governance responsibilities of the AGU Council.
- Abide by the code of conduct.
- Follow the conflict of interest policy and disclose any potential conflicts of interests.
- Support ongoing science, outreach and development activities of the Union.
- Function at a strategic, not tactical, level.
- Be cognizant that the authority rests with the Council as a collective body, not to any one individual member.
- Participate in Council orientation and be knowledgeable about effective governance.
- Participate in periodic evaluation of the Council's performance and contribute to ongoing improvement of AGU governance.
- Help prepare and lead Council agenda items as requested.

RELATED DOCUMENTS

Council Code of Conduct

This code describes the conduct of individual Council members and the Council as a whole.

The Council code of conduct is posted on the AGU website under Leadership:
<http://sites.agu.org/leadership/science-council/council-code-of-conduct/>

Leadership Criteria

The list of leadership criteria is intended to assist AGU leaders in identifying potential candidates for Council positions.

The criteria are posted on the AGU website under Leadership:
<http://sites.agu.org/leadership/files/2012/12/8b-Draft-leadership-criteria-for-Council-positions.pdf>

Conflict of Interest policy and process

Each Council member signs a conflict of interest (COI) form annually.

The COI policy is posted on the AGU website under Leadership:
<http://sites.agu.org/leadership/conflict-of-interest-govdocs/>

AGU Bylaws

The bylaws outline the high-level responsibilities of the Board and the Council.

The AGU Bylaws are posted on the AGU website under Leadership:
<http://sites.agu.org/leadership/agu-bylaws-govdocs/> The Council responsibilities are covered in Article VI.

Strategic Plan

The strategic plan outlines the mission, core values, and envisioned future of AGU. The strategic goals and objectives set the direction of the Union.

The complete strategic plan, as well as a visual of the priority objectives, is posted on the AGU website under Leadership: <http://sites.agu.org/leadership/strategic-plan/>

2015-2016 Meeting Dates

The dates are set in conjunction with the AGU President-elect, who will be elected later this year. The meetings dates for both years will be set as soon as possible after the election results are announced (October 2014).

Travel Support

AGU covers reasonable travel-related expenses as outlined in the travel policy for AGU leaders. The policy is available if needed.

Additional Information

If desired, more information is located on the Leadership pages of the AGU website, including a list of the current Council members.

Link to the Leadership pages on the AGU website: <http://sites.agu.org/leadership/>