

POSITION

AGU President

The President is the senior volunteer leader of AGU and partners with the Executive Director/CEO (ED/CEO) to lead the organization and carry out the high priority elements of the strategic plan. The President chairs the AGU Board and Executive Committee, serves as an ex officio member of the AGU Council, and presides over other meetings/events as required.

The President's primary role is to serve as the scientific leader for AGU and the public spokesperson for AGU science. (S)he brings credibility and authority to AGU through promoting Earth and space science and AGU within the scientific community, the public, and among policy makers.

TERM

- 2 years as President-Elect
- 2 years as President
- 2 years as Past President

PARTICIPATION & TIME COMMITMENT

Partnership with President-Elect and Executive Director/CEO

Leadership of board meetings and Executive Committee meetings

- The board meets face-to-face at least 3 times each year:
 - April (2 days) usually in DC
 - September (2 days) usually in DC
 - December (1 day) in conjunction with the Fall Meeting (San Francisco)
- The Executive Committee meets as required, usually via conference call or webinar
 - ED/CEO performance (2 calls in the summer)
 - Annual budget review with staff directors (1 webinar in November)

Participation in board orientation

Participation in AGU Council as ex officio member

Representation of AGU to the members, key stakeholders and policy makers

Official duties at Fall Meeting are numerous and require most of your time

Participation in other meetings/events

There is no typical week. Weeks including meetings and travel require significant engagement, while other weeks might require responses to emails, etc.

The AGU President needs to be available on a continual basis. The President must be responsive to fast breaking events that sometimes require immediate attention.

MAJOR RESPONSIBILITIES (in addition to board member responsibilities)

Lead the board in providing board leadership for developing and advancing the strategic plan and in fulfilling the board responsibilities of exceptional governance

- Set board/executive committee agendas in partnership with ED/CEO with collaboration of Assistant Director of Leadership
- Provide leadership for aligning the organization – resources, time, staff, volunteers – in implementation the strategic plan, not personal agenda
- Develop framing memos for board meetings in partnership with ED/CEO
- Assign board members as appropriate to analyze, gather data, lead board agenda item discussions
- Chair board/executive committee meetings
- Recommend two board appointees for board approval
- Initiate and authorize task teams and other ad hoc committees of the board to carry out strategic plan of the Union
- Communicate results/directions of board/executive committee meetings to members, volunteer leaders and external stakeholders
- Serve as ex officio member of AGU Council
- Ensure the AGU strategic plan is current and relevant (updated approximately every 3-5 years)

Member engagement

- Communicate regularly with members via Eos, website, email and other means
- Preside over Fall Meeting honors ceremony and other official functions
- Draft committee, task force, work group charges and appoint committee chairs and committee members
- Approve journal editor appointments
- Serve as conduit for receiving suggestions and issues from the membership and taking action to ensure response

Coordination/Facilitation

- Advise and support ED/CEO as needed
- Participate in regular (weekly calls) with President-Elect and ED/CEO
- Be available by phone, email to consult with ED/CEO as needed
- Lead annual performance evaluation of ED/CEO

Serve as a primary AGU spokesperson

- Present at AGU and other meetings
- Serve as media spokesperson on science issues (edit and author op-eds, letters to editor as needed, respond to media calls)

Represent the AGU to the members, key stakeholders and policy makers

- Represent AGU in developing partnerships with scholarly and professional societies, and related organizations
- Attend leadership meetings with other societies
- Participate in congressional and executive branch meetings as needed

- Chair AGU-led events as needed
- Oversee planning and speaker selection for annual president/keynote session at the Fall Meeting and preside over the session
- Provide input to board, council and committees on promising initiatives consistent with strategic plan

RELATED DOCUMENTS

Board Code of Conduct

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

Leadership Criteria

The criteria are stewardship, intellectual engagement, strategic thinking, team player, communication skills, and ethical integrity and transparency.

Conflict of Interest policy and process

Each board member signs a conflict of interest form annually.

AGU Bylaws

The bylaws outline the high-level responsibilities of the board, the Executive Committee, and officer positions.

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.

2013-2014 Meeting Dates

A calendar of important dates is attached. It includes Board meeting dates and dates of AGU meetings and other scientific organizations. Executive Committee dates are set on an as needed basis.