

Role-specific person specification

Learned Society Committee member

Role profile

The purpose of the voluntary post of Learned Society Committee member is to contribute to the leadership and oversight of Institution's activity as a learned society. All members of the Learned Society Committee are expected to work closely with the knowledge and practice communities in IChemE, in order to help deliver IChemE's strategic aims as a learned society.

This role will:

- ensure that IChemE's learned society activity is led by members and supported by non-members with the relevant competence and that the activity supports the delivery of IChemE's charitable objectives in the public interest;
- engage members around IChemE technical roadmap, Chemical Engineering Matters
- contribute to the Learned Society Committee and related fora to ensure that members:
 - make a substantive input into and inform the learned society's priorities; and
 - collaborate with experts from other disciplines (both within chemical engineering and beyond) to produce tangible and relevant and outcomes which support members, benefit society, and/or advance the science of chemical engineering.

The Learned Society Committee has up to twelve seats, nine of which are elected. Between them, the members of the Learned Society Committee should cover a broad range of technical and sector experience. Candidates should indicate their expertise using the following grid

	Energy	Food & Nutrition	Health & wellbeing	Water	Process safety	Education, training & research	Resources	Other (specify)
Technical								
Managerial								
Academic								
Design								
Operations								
R&D								
Supply chain								
Early Career								

The Learned Society Committee member is normally elected for a three-year term by the Learned Society Forum (the chairs or representatives of IChemE's Special Interest Groups, Regional Member Groups, and other boards active in the Learned Society). Members of the first Learned Society Committee will serve for an initial term of 2,3 or 4 years (to be determined by lottery). Candidates may stand for a second term if they wish but must not serve more than two consecutive terms as a Learned Society Committee member.

Main duties and responsibilities

During their time in office the Learned Society Committee member should:

- Attend meetings of the Learned Society Committee
- Working in close collaboration with the Learned Society Forum to actively promote the technical development of chemical engineering and the membership in pursuit of IChemE's charitable objects
- Through the Learned Society Committee,
 - set strategic priorities for IChemE as a learned society
 - Review and approve proposals for learned society projects and ensure technical delivery of ongoing projects against agreed milestones
 - Review and approve proposals for the establishment of new Special Interest Groups or Centres and the merging of groups or closing of groups
 - Via annual report, review activity of learned society groups (eg Special Interest Groups, Communities of Practice etc)
- Providing or directing technical input to other IChemE activity as required (e.g. supporting public engagement)
- Work closely with IChemE staff to develop the learned society and to deliver the knowledge strategy.

Expected Commitment

Meetings of the Learned Society Committee will normally be held quarterly. We expect that much of the work of the Committee will take place through online platforms to enable members to fit any work around their existing commitments, though participation in some conference calls may be required.

In taking up this voluntary unpaid position and carrying out the relevant duties, the Learned Society Committee member is expected to:

- Be able to spend one to two days per month on IChemE business.

Person specification

The Learned Society Committee member must fulfil the following criteria:

- Except for the early career representative, the post holder will be a professionally qualified member of IChemE (five years or more post chartership). The early career representative must be an associate member or professionally qualified member of IChemE.
- Possess a strong technical background aligned with one or more sectors set out in the experience grid, and experience of managing related corporate or academic activity.
- Demonstrate an understanding of and support for IChemE's learned society activity, and demonstrate a commitment to further this in accordance with the knowledge strategy agreed by the Board of Trustees;

- Exhibit enthusiasm to champion the Learned Society activity and to develop and maintain the IChemE's knowledge strategy that reflects the diverse range of employment undertaken by chemical engineers;
- Demonstrate an understanding of the need to embrace experts from a wide range of backgrounds wherever they can be accessed;
- Have experience or demonstrate willingness to engage broadly with IChemE's members through IChemE's Special Interest Groups, Regional Groups and Member Groups, and other groups within the learned society, such as the editorial boards of publications, the Energy Centre or Safety Centre.

It is recognised that no single individual is likely to have experience and/or background in all the criteria above. However, commitment and enthusiasm for the role are essential.