

Elected Member of Council Role Description

1. Council

The Council is both the board of Charity Trustees and the board of Company Directors for the Society. Members are elected as representatives of the membership of the Society, entrusted to govern the organisation fairly and effectively and to lead the Society in delivering its [strategy](#).

Council meets for formal meetings four times each year and most are preceded by an informal and discursive session the afternoon before. At its meetings, Council receive reports, undertake discussions and take collective decisions on a range of matters that have been presented via formal Council papers which are distributed one week prior to the meeting date. Council members are expected to have read the papers and come prepared to participate in discussion where relevant.

In addition, Elected Members also have an important role to play in several of the Committees that influence different aspects of Microbiology Society business, such as Audit, Risk and Evaluation, Building Communities, Finance, Impact and Influence and Sustainability. These Committee meetings take place in addition to the formal Council meetings. The terms of reference for the Committees are [here](#).

2. Trustee duties

Trustees are collectively responsible for:

- setting and overseeing delivery of the Society strategy in furtherance of our aims, vision and mission and in the best interest of our members
- ensuring compliance with the Articles of Association, Charity and Company Law and governance best practice to effectively deploy their duties
- ensuring the Society's resources are managed responsibly and ensuring the financial sustainability of the Society

3. Desirable skills, experience and personal qualities

- understanding of the range of different needs and challenges affecting members and the microbiology community
- an ability to process a range of information, participate in discussion and a willingness to constructively challenge where necessary
- a willingness and ability to devote the necessary time commitment, both to Committee and Council business and to respond to tight deadlines where necessary
- experience of participating in Committee or equivalent leadership meetings, this may be through membership of a Microbiology Society Committee or other similar body within an alternative institution

- demonstrable commitment to the Microbiology Society activities, this may be through a number of years membership and/or involvement in other Society activities
- an ability to act with impartiality, to make sound judgement and willingness to accept collective responsibility for Council decisions
- willingness to act in the overall best interest of The Society, without conflict of interest and conflict of loyalty
- ability to communicate with tact and diplomacy and foster a welcoming and collaborative environment