

Microbiology Society – Chair Elect, Eukaryotic Division

1. Governance structure

The Microbiology Society is both a registered charity and a company limited by guarantee, first incorporated in 1972. Members of Council bear the legal responsibilities of Trustees of the Charity and Directors of the Company.

The business of Council is facilitated by several Committees. These Committees are chaired or co-chaired by Council members and include one or more elected members as well as respective members of Society staff. The current Committees are as follows:

- Building Communities
- Impact and Influence
- Sustainability
- Early Career Microbiologists' Forum Executive
- Finance
- Audit, Risk and Evaluation

There is also a Scientific Conferences Panel (SCP) responsible for overseeing the delivery of the scientific conferences programme to support the Society's three main strategic objectives, ensuring the delivery of conferences that are appealing to the membership. SCP also coordinates the activities of the Microbiology Society Divisions covering Virology, Eukaryotic and Prokaryotic microbiology, and the Irish Division.

The Society's conference and events programme is planned by SCP and the Divisions, with input from the wider membership. The Divisions aim to promote microbiology in its widest context. They provide a scientific focus for a subject area that has often been fragmented over a range of different subject areas, scientific groups and societies.

2. Eukaryotic Division

2.1 Background

The Eukaryotic Division is responsible for liaising between the Microbiology Society and members working on eukaryotic microbiology. All major eukaryotic systems are included as well as their interactions with bacteria and viruses. The Division is especially cognisant of the fragmentation of Eukaryotic Microbiology among multiple learned societies and will endeavour to maintain cooperative links with these societies. This will include active efforts for mutual support and organisation of joint events, for example symposia at the Annual Conference of Focused Meetings. The Division will support initiatives that deepen the relationship between these other societies/interest groups and the Division.

2.2 Composition

The Eukaryotic Division is typically comprised of:

- Chair
- Chair-Elect
- 12-14 Ordinary members
- 1 representative for Protistology-UK
- 1 Early Career Microbiologists' Forum Representative

The Eukaryotic Division should endeavour to represent the following areas and species groups:

- Fundamental, Medical, Environmental, Applied and Translational (including biotechnology)
- Yeast, filamentous fungi, algae, protists

All efforts should be made to ensure equal gender balance on the Division in line with Society policies.

2.3 Role of Chair and Chair-Elect

The Terms of Office for each position is two years, after which the Chair Elect is expected to move in the Chair role for a further two years.

2.3.1 Chair

The role of the Chair is as follows:

- Organise twice-yearly meetings of the Division
- Represent the Division on the Scientific Conferences Panel (three x1-day meetings in London per year, typically January, July and October)
- Attend Building Communities Committee and represent the Eukaryotic Division (two x1-day meetings, one virtual in May and one in person in London in October)
- Manage the organisation of the Eukaryotic aspects of the Annual Conference
- Represent the Eukaryotic Microbiology Division to the Society and act as liaison
- Ensure the effective functioning of the Eukaryotic Division and seek replacement of inactive or non-productive members if required

2.3.2 Chair-Elect

The role of the Chair-Elect is as follows:

- Assist and serve as deputy to the Chair
- Represent the Division on the Scientific Conferences Panel (three x1-day meetings in London per year, typically January, July and October)

2.4 Person specification for Division Chair/Chair-Elect

- Sufficient cognisance of the breadth of eukaryotic microbiology
- Demonstrated commitment to the function of the Eukaryotic Division and/or the Microbiology Society (e.g. unbroken membership for a number of years, previous involvement in committees or panels within the Microbiology Society)
- Strong commitment to Microbiology Society journals and the need to feed content from Society conferences and events to the journals
- Sufficient management experience and interpersonal skills
- Capacity and willingness to serve in this role