

President of the Microbiology Society

1. Executive Officers

The overriding role of the Executive Officers (President, Treasurer and General Secretary) is to work together to monitor the affairs of the Microbiology Society so as to support Council in deliberations and decision-making.

The Executive Officers maintain close and regular contact with the Chief Executive. This approach allows the Chief Executive to oversee general operational and management affairs between Council meetings. The Executive Officers, in turn, maintain close and regular contact with other members of Council to keep them abreast of issues as and when appropriate.

The Executive Officers maintain an oversight of the roles of the relevant Council Chairs and senior staff members so as to ensure effective and appropriate communication with the Society.

2. Duties

In this influential role, the President will work with the Chief Executive, the Officers and Members of Council in leading the Society in pursuit of its objectives. The President acts as custodian for the Society's mission and objectives and is responsible for overall direction of the Council, ensuring that the Council takes an effective role in the governance of the Society.

The President is the Chair of the Council (Trustees and Directors) of the Society comprising the three Officers, five Chairs of standing Committees, the Chair of the Early Career Microbiologists' Forum and six Elected Members. The President represents the Society externally and is responsible with the Chief Executive for the effective and efficient running of the Society.

The President is accountable to the Council of the Society and to the Membership at the Annual General meeting

The President:

- demonstrates leadership of the Society both internally and externally
- represents the views and needs of the membership, including to senior staff of the Microbiology Society and through Council
- works closely with the Executive Team (Treasurer, General Secretary, Chief Executive) and with Council to further the aims of the Society
- ensures that the Society reflects the full breadth of the discipline of microbiology
- represents the Society externally to other learned societies, to policy makers, to the media and the public
- works to improve links with members, other learned societies, policy makers and the public to increase awareness of the Society's role and of the discipline of microbiology
- chairs the Annual General Meeting of the Society
- chairs meetings of the Council of the Society
- attends meetings of Committees as appropriate

2.1 Person specification

2.1.1 Essential attributes

1. Is a member of the Microbiology Society
2. Has recognition among the community of microbiologists in the UK and Ireland
3. Has experience of scientific leadership in a professional capacity
4. Has experience of chairing effective meetings, including those dealing with complex issues
5. Has experience commensurate with representing the Society to external bodies
6. Has time and commitment to the role (approx. 25 days per annum)
7. Shows ability to exercise judgement across a broad spectrum of management issues
8. Will promote and embed diversity and an inclusive culture in the Society

2.1.2 Desirable attributes

1. Is appropriately networked to the scientific community, other learned societies, and policy-makers
 2. Has taken a leading national or international role in the development of microbiology
 3. Has an excellent track record in research, teaching or outreach
 4. Has previous experience of working for the Society
 5. Has enthusiasm to lead with others one or more of the Society's strategic aims
 6. Has an understanding of the breadth of microbiology and its relationship to other disciplines
 7. Shows understanding of the range of organisations in which members work
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