

TERMS OF REFERENCE FOR THE EARLY CAREER NETWORK

The Early Career Network was formed on 29th November 2018 and is a sub-group of the Geological Society of London.

Objectives

- Promote and support professional development in the widest sense, for early career geoscientists in all sectors of employment.
- Provide opportunities for mutual support and networking among its members.
- Facilitate collaboration between early career representatives of existing Specialist and Regional Groups of the Society.
- Engage early career geoscientists in delivery of the Society's Business Plan objectives, serving science, profession, and society.
- Engage with external groups with common aims and interests.
- Promote diversity, equality, and inclusion in geoscience, and provide a welcoming and nurturing environment for all.
- Provide value for money for Early Career Fellows of the GSL.

Aims

The aims and activities of the Network include, but are not limited to, the following:

- Provide support and guidance for professional development across all sectors of geoscience, recognising the varied needs of those in different sectors and career stages.
- Organise events and activities in London and across the UK, including the Early Career Award in conjunction with the GSL's Regional Groups.
- Develop and maintain active online communications.
- Provide support and guidance for those working towards Chartership, or considering doing so.
- Provide networking opportunities, both peer-to-peer and individual-to-company.
- Connect members to the broader geoscience community.
- Provide assistance with work placements, skills development and other aspects of employability.
- Explore new mentoring opportunities, including peer-to-peer.
- Engage actively with the Society's conference programme.
- Contribute to policy consultation responses, education, and outreach activities as appropriate, working with the relevant staff and committees.
- Establish links with relevant external organisations.

Committee

- The Network will be managed by a Committee consisting of a minimum ten members, including five Officers: Chair, Vice Chair, Secretary, Treasurer, External Group Liaison.
- All Fellows of the GSL are eligible to stand for election to the Committee. Election to the Committee and the appointment of its Officers shall be by anonymised ballot of the Committee.
- Members of the Committee shall serve for a period of three years and are eligible to stand for re-election for a second three-year term. Officers will be elected for one year at a time.
- Committee terms begin and end at the AGM of year of election. Elections shall be held when necessary due to the expiry of terms.
- The Chair will be succeeded by the Vice Chair. Should the Vice Chair's term be due to expire, a one-year extension will be granted on election as Chair-elect.

- Officers can stand for re-election and there is no limit to the number of times a Committee member can stand for election as an Officer.
- The quorum for a meeting shall be four members, one of whom shall be an Officer of the Network.

Finance

- The Treasurer shall be responsible to the Committee for the financial affairs of the Network.
- The Treasurer shall submit an account annually to the Committee and provide an estimate of expenses to be incurred in the following year.
- An annual statement of accounts will be produced for approval at the AGM.
- An annual statement of accounts will be emailed to the Director of Finance and Operations at the Society.

Method of Working

- The Network Committee will convene at least quarterly to discuss the plans, progress, and outputs of the Network.
- The Network will conduct an Annual General Meeting in May/June each year which will be open to its members to discuss the aims, objectives, and progress of the Network.
- A member of the Network Committee will report to Science Committee and Professional Committee, respectively, ensuring effective communication with these committees, Council and any other relevant groups.
- The External Liaison Officer will attend the GSL Regional Group meetings and the Specialist Groups AGM.

Membership

- The Network is open to all who are interested in its activities. Priority will be given to Fellows of the Society if the ECN's activities are oversubscribed or subsidised by the ECN/GSL.
- Its activities are to be aimed principally at those who completed their first relevant degree within 10 years, but the network is open to anyone interested in its activities.

Communication

- Communication will be predominately online, including through the Network's page on the Society's website, blogs, the Society's main email newsletter, other email shots and social media.
- It will be the responsibility of the Committee to ensure members adhere to an online Code of Conduct.

Terms of Reference

- Changes to these Terms of Reference are to be suggested by the Committee and approved by a majority vote of the Committee.